



Office of Children's Services
Empowering communities to serve youth

CSA IT Applications

New Coordinators Academy - 2022

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Information Technology Director
Office of Children's Services

CSA Main Website

www.csa.virginia.gov

Applications

- Local Government Reporting
- OCS Helpdesk
- CANVaS 2.0
- Policy Public Comments Form
- Virginia Learning Center (CSA)
- Service Fee Directory
- Training Calendar
- CANS Training
- Account Management System
- Virginia Systems of Care Website




The screenshot shows the homepage of the Office of Children's Services (OCS) website. At the top, there is a navigation bar with links for Home, About, Parents & Families, Local Government, Resources, Statistics and Publications, and Contacts. The main content area features a large banner image of diverse children smiling. Below the banner, there are several sections: 'What's New' with a news item about a new e-learning course; 'Applications' with a list of services including Local Government Reporting, OCS Helpdesk, CANVaS 2.0, and others; 'Welcome to OCS' with a photo of Scott Reiner, Executive Director, and a welcome message; 'What is CSA' explaining the Children's Services Act; and 'CSA Administration' detailing the State Executive Council for Children's Services (SEC). At the bottom, there are three boxes for 'Vision', 'Mission', and 'Values', followed by a footer with 'About', 'Local Government', 'Resources', 'Government Agencies', and 'Parents & Families' sections, along with social media icons and contact information.

Account Management System (AMS)

What is the purpose?

- To create, manage and search existing user accounts in Local Government Reporting / Roster Reporting that is used by local government, agency staff and service fee directory.
- Depending on role, users are able to access various modules on Local Government Reporting, Account Management System and Service Fee Directory.

Account Management System (AMS)

What are the features?

AMS allows users to:

- Create new user or system accounts.
- Search for existing user or system accounts.
- Manage an existing user or system account.
- Reset passwords on existing accounts

Account Management System (AMS)

What are the benefits?

- Provides an organized way to create, manage, search or deactivate existing user or system accounts.
- Improves role assignment functionality.
- Consolidates actions on search results screen.

Account Management System (AMS)

CSA maintains an on-line directory, of individuals filling a variety of local CSA roles including:

- CPMT Chair
- Fiscal Agents
- CSA Coordinator
- Report Preparers
- CANS Super Users
- Title IV-E File Uploader

Account Management System (AMS)

Create New Account Button

When User clicks on the *Create New Account* button.

The following screen is displayed.

The User needs to enter all the required data.

Click on *Register* button.



The screenshot displays the AMS interface. At the top, there is a navigation bar with the OCS logo on the left and links for Home, About, Parents & Families, Local Government, Resources, Statistics and Publications, and Contacts. On the right side of the navigation bar, there are links for Agencies, Governor Search, and Virginia.Gov. Below the navigation bar, the main content area features the OCS logo and the text "Office of Children's Services Empowering communities to serve youth" next to the Virginia state seal. A "Please Sign In" box is centered, containing a text input field with the email "preetha.agrawal@csa.virginia.gov", a "Password" input field, checkboxes for "Remember Me" and "Show password", and a green "Login" button. Below the login box is a blue "Create New Account" button, which is highlighted by a red dashed arrow. A "Reset/Forgot Password" link is located below the "Create New Account" button. In the bottom right corner, a smaller inset window shows the "Create New User" registration form, which includes fields for Name, Locality, Agency, Position, Phone, Ext, Fax, Email, Address Line 1, and Address Line 2.

Account Management System (AMS)

By Login to AMS Button
(for users with existing registered account)

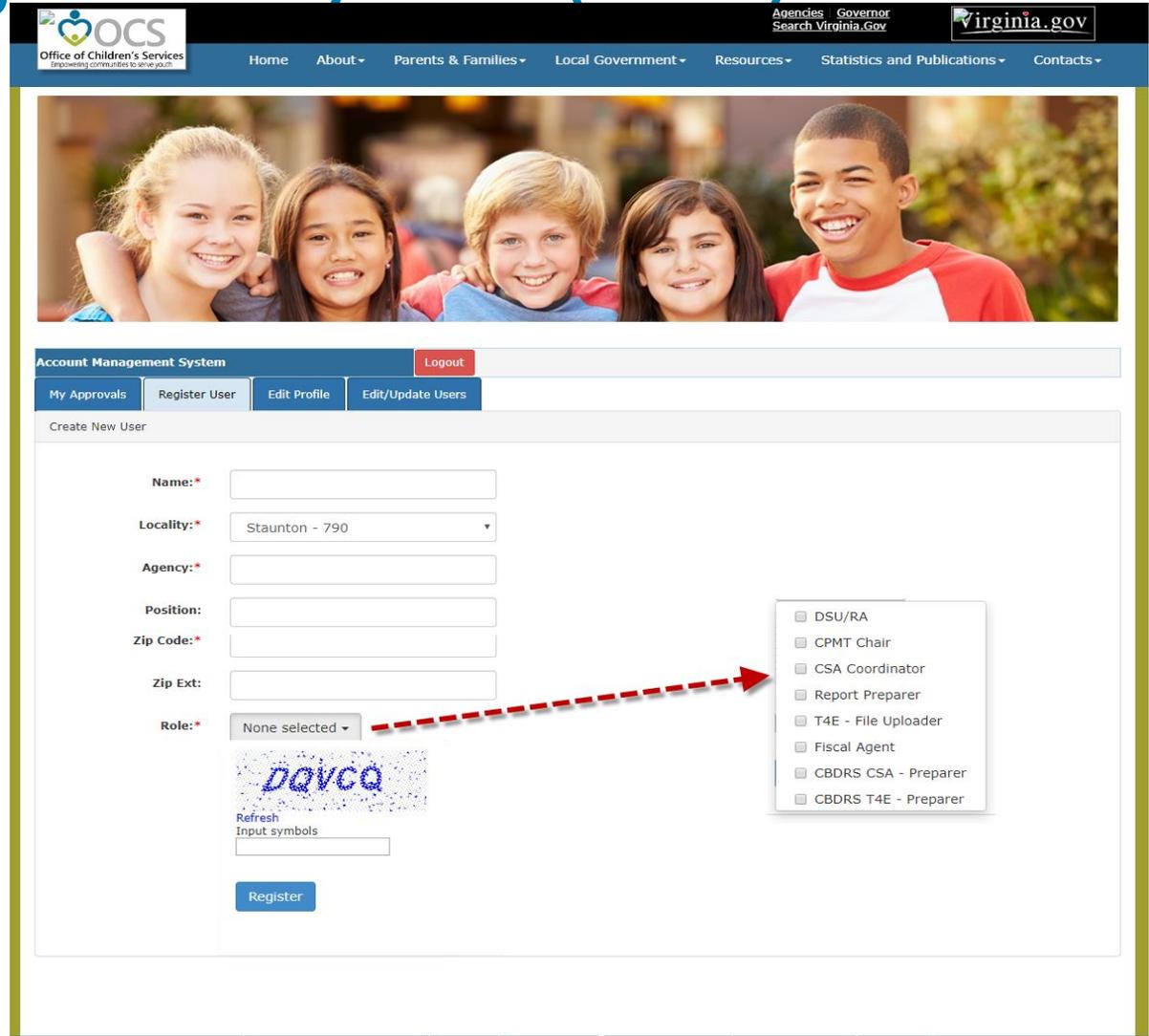
The User enters their registered email and password and clicks on *Login* button to log into the AMS account.

Clicking on *Register User* tab

The Create New Account page is displayed.

The User needs to enter all the required data.

Click on *Register* button.



The screenshot displays the Account Management System (AMS) interface. At the top, there is a navigation bar with the OCS logo, the text "Office of Children's Services Empowering communities to serve youth", and links for Home, About, Parents & Families, Local Government, Resources, Statistics and Publications, and Contacts. A secondary navigation bar includes "Agencies Governor Search Virginia.Gov" and the "virginia.gov" logo.

The main content area features a header with "Account Management System" and a "Logout" button. Below this is a tabbed interface with "My Approvals", "Register User", "Edit Profile", and "Edit/Update Users". The "Register User" tab is active, showing the "Create New User" form.

The form includes the following fields:

- Name:** * [Text input field]
- Locality:** * [Dropdown menu showing "Staunton - 790"]
- Agency:** * [Text input field]
- Position:** [Text input field]
- Zip Code:** * [Text input field]
- Zip Ext:** [Text input field]
- Role:** * [Dropdown menu showing "None selected"]

A red dashed arrow points from the "Role" dropdown menu to a list of roles:

- DSU/RA
- CPMT Chair
- CSA Coordinator
- Report Preparer
- T4E - File Uploader
- Fiscal Agent
- CBDRS CSA - Preparer
- CBDRS T4E - Preparer

At the bottom of the form, there is a "Refresh Input symbols" button and a "Register" button.

Account Management System (AMS)

AMS – Local Approver Screen CSA Coordinator and CPMT Chair My Approvals tab

Displays a list of Users in their *My Approvals* tab
To Approve or Reject a request click on the review icon in the far right column.

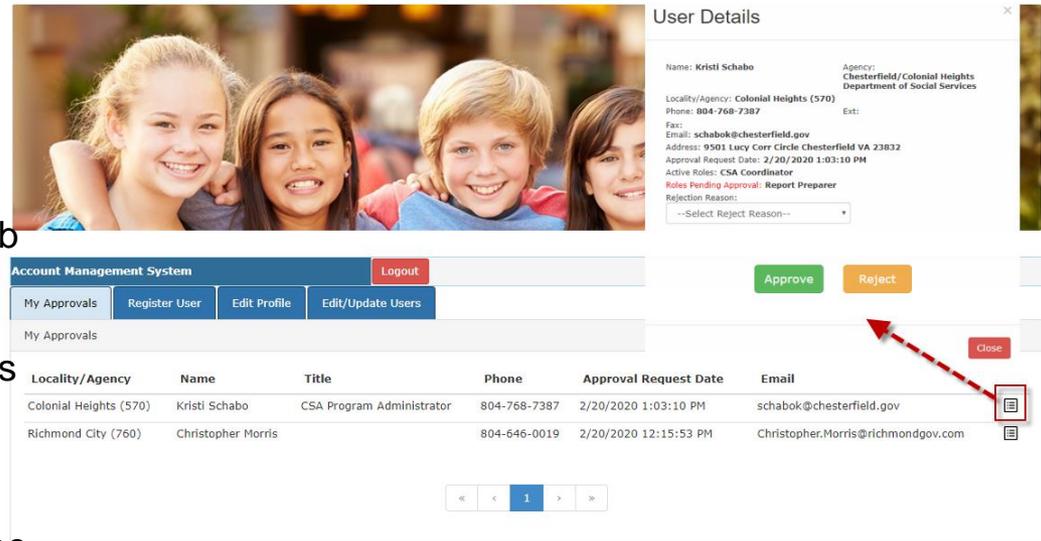
A popup screen to Approve or Reject the User is displayed.

Once the User is approved the User will no longer appear in the Approvals list

When the State Approver approves the User (the next step in the process), then the User will be displayed in the Local Government Contacts screen for the Locality.

The User is full approved, the User shall also receive an email notification to create credentials to access the system.

If the User is rejected by the Local Approved or State Approver. An email is sent to the User with the Reject reason stated.



The screenshot displays the AMS interface. At the top, there is a navigation bar with 'My Approvals', 'Register User', 'Edit Profile', and 'Edit/Update Users' tabs. Below this is a table titled 'My Approvals' with columns for 'Locality/Agency', 'Name', 'Title', 'Phone', 'Approval Request Date', and 'Email'. Two users are listed: Kristi Schabo (Colonial Heights) and Christopher Morris (Richmond City). A red dashed arrow points from the review icon in the rightmost column of the table to a 'User Details' popup window. The popup window shows the user's information, including name, agency, phone, fax, email, address, approval request date, active roles, and roles pending approval. It also features 'Approve' and 'Reject' buttons and a 'Close' button.

Locality/Agency	Name	Title	Phone	Approval Request Date	Email
Colonial Heights (570)	Kristi Schabo	CSA Program Administrator	804-768-7387	2/20/2020 1:03:10 PM	schabok@chesterfield.gov
Richmond City (760)	Christopher Morris		804-646-0019	2/20/2020 12:15:53 PM	Christopher.Morris@richmondgov.com

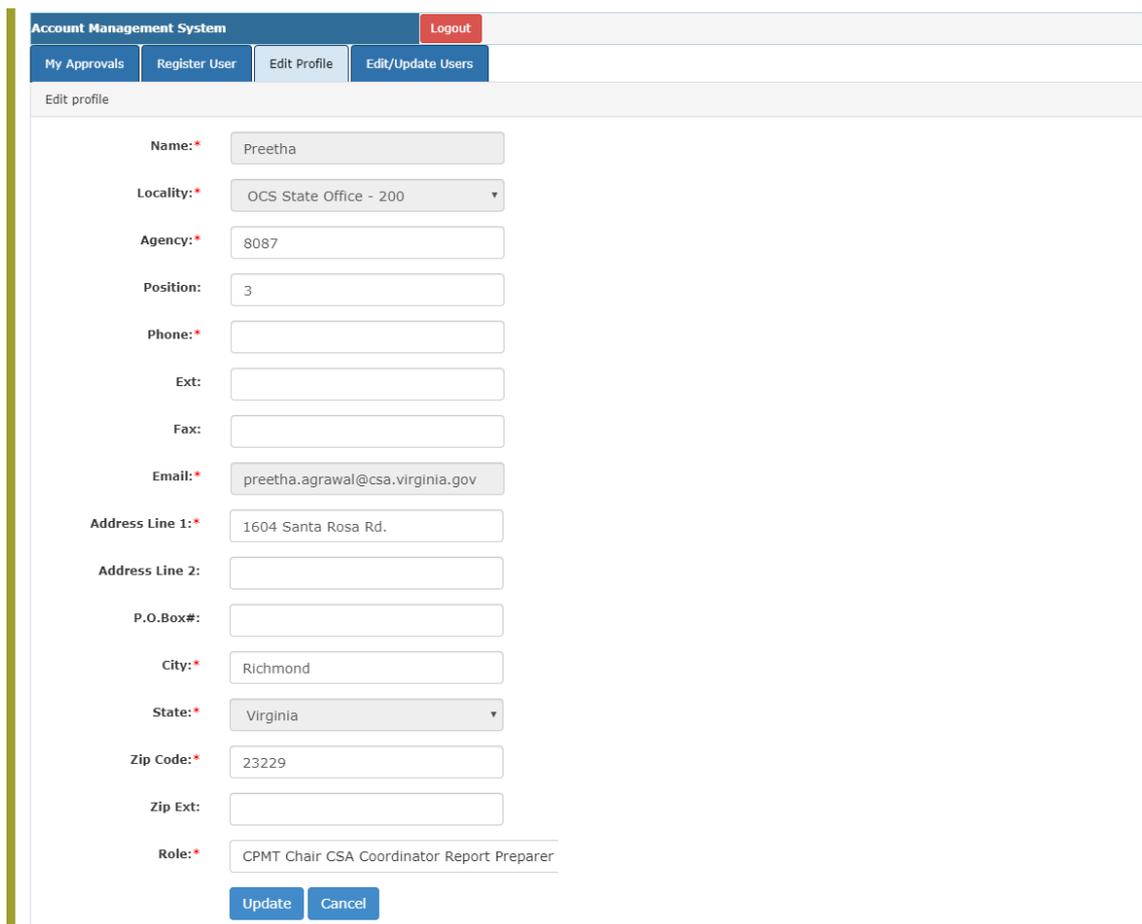
Account Management System (AMS)

Edit Profile tab

Local Approver's and established users have access to Edit their Profile.

The User can edit / modify the user's own profile details.

After needed changes are entered, click on the *Update* button



Account Management System Logout

My Approvals Register User Edit Profile Edit/Update Users

Edit profile

Name: * Preetha

Locality: * OCS State Office - 200

Agency: * 8087

Position: 3

Phone: *

Ext:

Fax:

Email: * preetha.agrawal@csa.virginia.gov

Address Line 1: * 1604 Santa Rosa Rd.

Address Line 2:

P.O.Box#:

City: * Richmond

State: * Virginia

Zip Code: * 23229

Zip Ext:

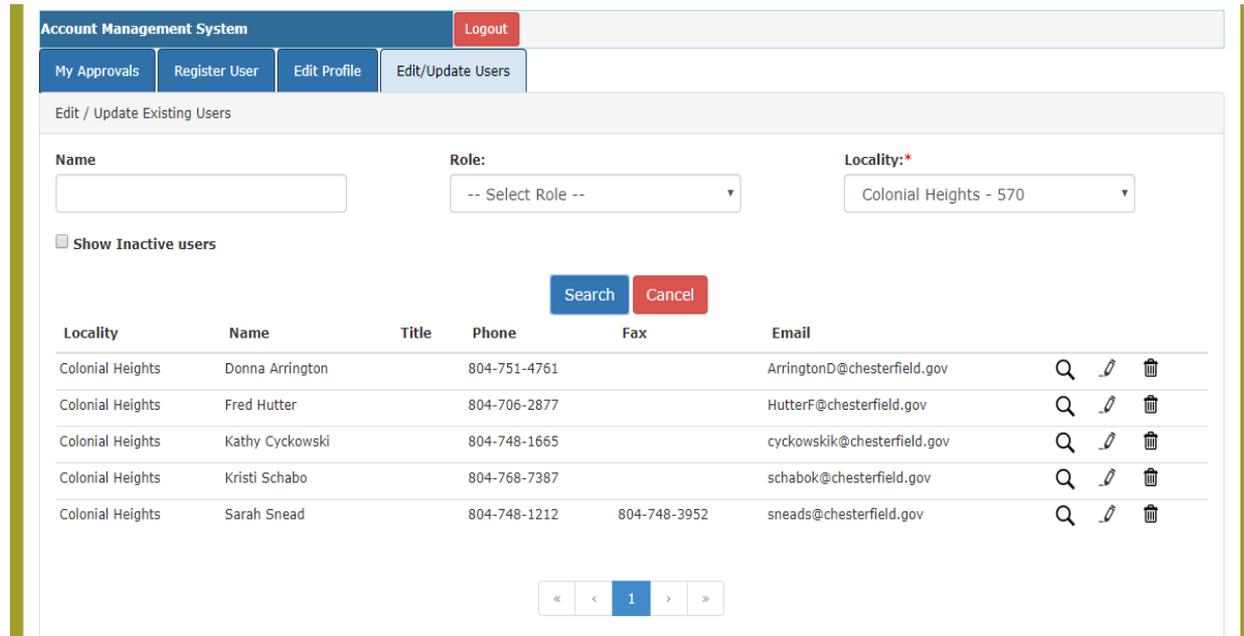
Role: * CPMT Chair CSA Coordinator Report Preparer

Update Cancel

Account Management System (AMS)

Edit/Update Users tab

Local Approver's have the *Edit/Update Users* tab. This tab will display list of all Users in the locality. This tab has three important features.



Account Management System Logout

My Approvals Register User Edit Profile **Edit/Update Users**

Edit / Update Existing Users

Name Role: Locality:

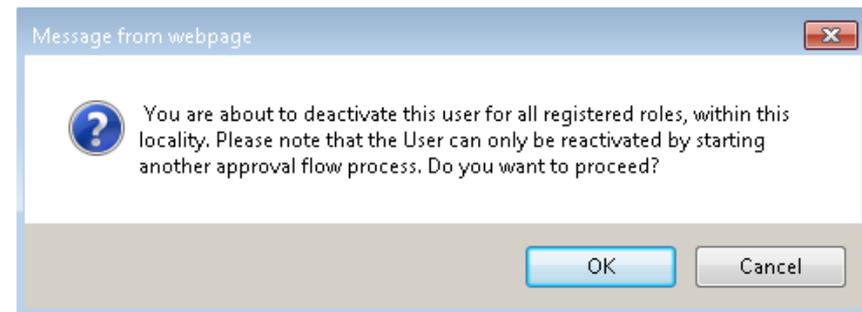
Show Inactive users

Locality	Name	Title	Phone	Fax	Email			
Colonial Heights	Donna Arrington		804-751-4761		ArringtonD@chesterfield.gov	Q	✎	🗑
Colonial Heights	Fred Hutter		804-706-2877		HutterF@chesterfield.gov	Q	✎	🗑
Colonial Heights	Kathy Cyckowski		804-748-1665		cyckowskik@chesterfield.gov	Q	✎	🗑
Colonial Heights	Kristi Schabo		804-768-7387		schabok@chesterfield.gov	Q	✎	🗑
Colonial Heights	Sarah Snead		804-748-1212	804-748-3952	sneads@chesterfield.gov	Q	✎	🗑

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Account Management System (AMS)

- The View (*Magnifying Glass icon*) is used to view the details of a User.
- The Edit (*Pencil icon*) is used to Edit the details of a User. It can be used to:
 - i. Edit User Information
 - ii. Add User roles
 - iii. Delete User roles
- The Delete (*Trash Can*) icon is used to Delete/Deactivate a User in the AMS. When the following message is displayed, the User will have to click on the OK button,. Once a User is



Account Management System (AMS)

Keeping the AMS Up to Date

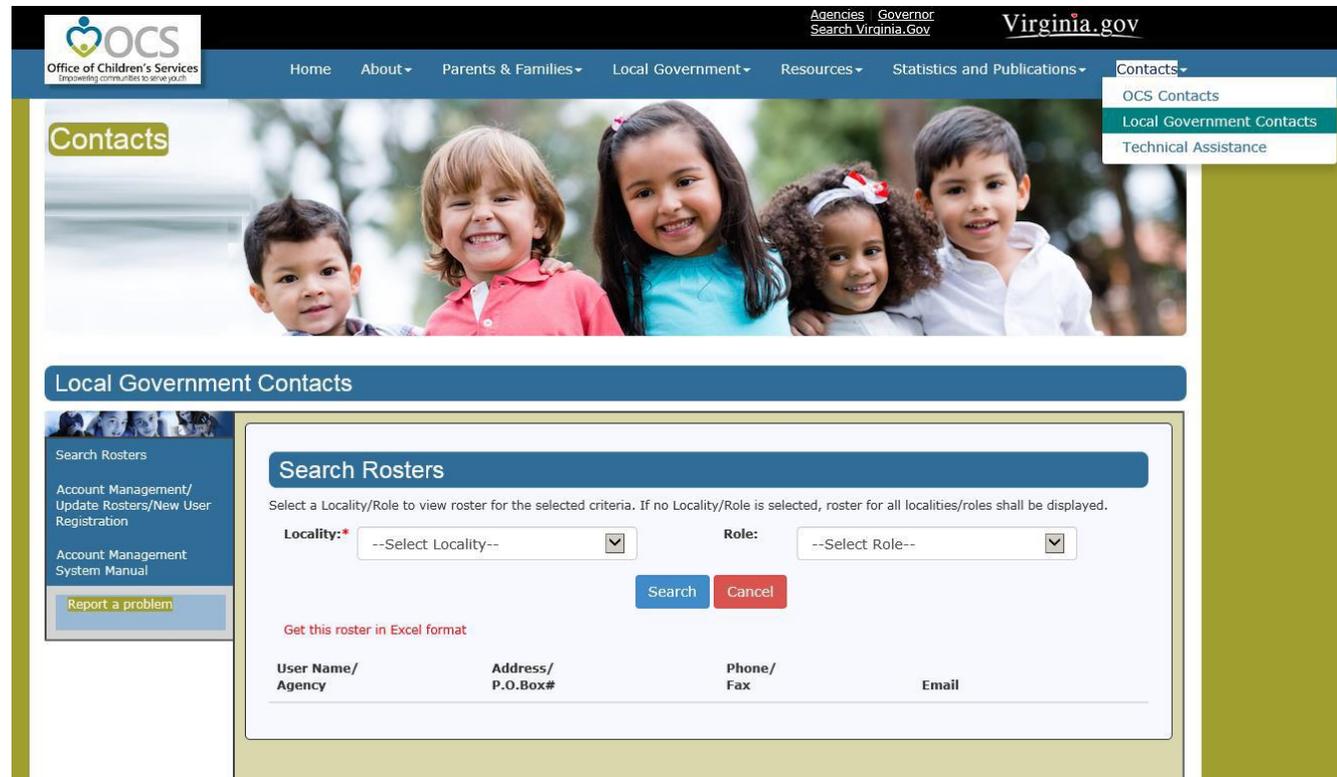
- It is the responsibility of the locality CSA Coordinator to keep these rosters current and accurate.
- Request to make additions/deletions/changes to the directories, can be done by any individual, but these changes go through an Approval flow in the Account Management System (AMS) where the data resides

Account Management System (AMS)

AMS – Search Roster

The Local Government Contact Screen is as shown below. The Rosters section has the following features:

1. Search by Locality and/or Role
2. Sort the data displayed on the screen
3. Export the searched data (to an Excel file)



The screenshot shows the 'Local Government Contacts' page in the AMS. At the top, there is a navigation bar with the OCS logo and the text 'Office of Children's Services Empowering communities to serve youth'. The main navigation menu includes 'Home', 'About', 'Parents & Families', 'Local Government', 'Resources', 'Statistics and Publications', and 'Contacts'. The 'Contacts' dropdown menu is open, showing 'OCS Contacts', 'Local Government Contacts', and 'Technical Assistance'. Below the navigation is a banner image of five smiling children. The main content area is titled 'Local Government Contacts' and features a 'Search Rosters' section. This section includes a search form with two dropdown menus: 'Locality' and 'Role'. Below the form are 'Search' and 'Cancel' buttons. A link 'Get this roster in Excel format' is provided. At the bottom, a table header is visible with columns for 'User Name/ Agency', 'Address/ P.O.Box#', 'Phone/ Fax', and 'Email'. A sidebar on the left contains links for 'Search Rosters', 'Account Management/ Update Rosters/New User Registration', and 'Account Management System Manual', along with a 'Report a problem' button.

Account Management System (AMS)

User Security Questions/Password for New Users

- To establish password
- To establish security questions

Account Management System - Caroline - 33

User Security Questions
You were provided this link by the administrator to complete your registration for this account in Account Management System. For security purposes you are required to answer the three security questions and make a new password following the guidelines below.

--Select security question 1--

Answer 1

--Select security question 2--

Answer 2

--Select security question 3--

Answer 3

New Password:

Password must be minimum 8 characters and maximum 15 characters in length.
Password must contain atleast

- 1 Uppercase character
- 1 Lowercase character
- 1 Numerical digit and
- 1 Special character like ! @ # \$ % ^ & * () + = . < > ~ [] { }

Confirm Password:

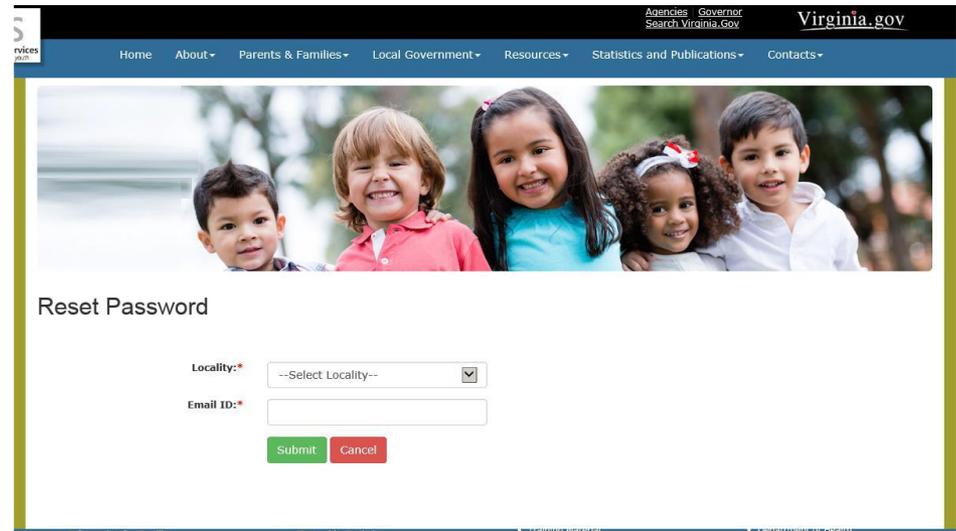
Account Management System (AMS)

Reset/ Forgot Password

If you are a registered User and cannot remember your Password. Click on "Reset/Forget Password."

1. Select your Locality
2. Enter your email address
3. Click on Submit

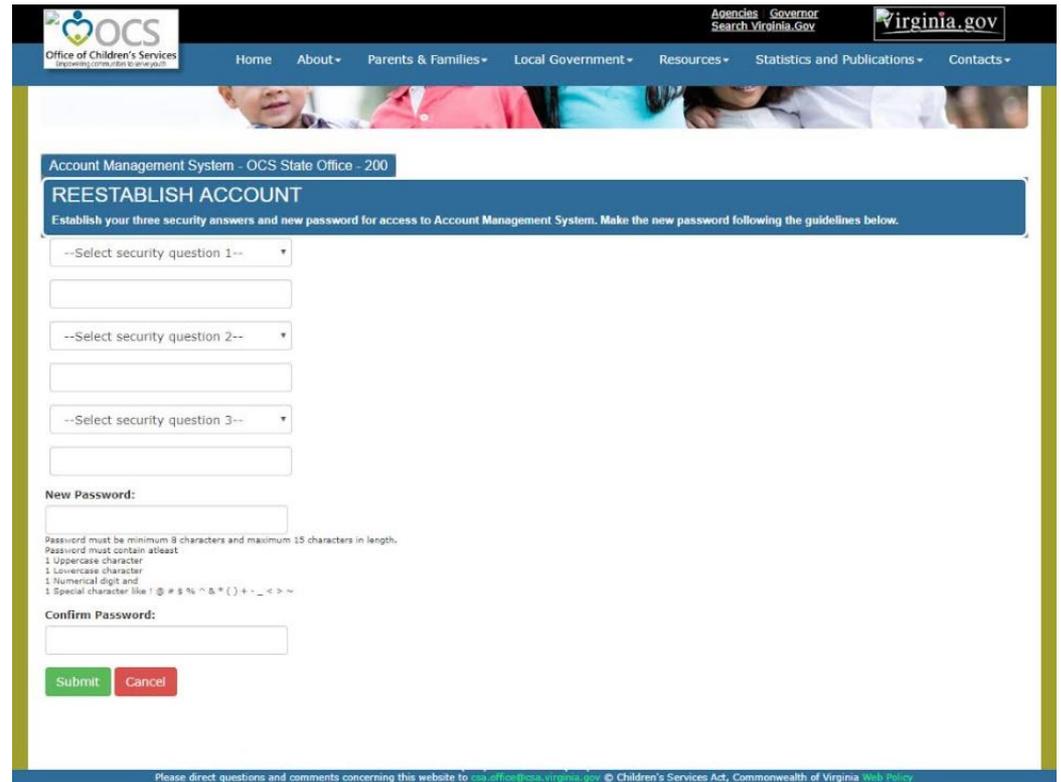
To your registered email address, an email with instructions is sent, on how to proceed.



Account Management System (AMS)

Reestablish Account

- Redo security Question / Answer
- Set new password



The screenshot shows the 'REESTABLISH ACCOUNT' page of the Account Management System (AMS) for the OCS State Office - 200. The page includes a navigation bar with links for Home, About, Parents & Families, Local Government, Resources, Statistics and Publications, and Contacts. The main content area features a blue header with the title 'REESTABLISH ACCOUNT' and a sub-header 'Establish your three security answers and new password for access to Account Management System. Make the new password following the guidelines below.' Below this, there are three dropdown menus for selecting security questions, each followed by a text input field for the answer. A 'New Password' section includes a text input field and a list of password requirements: minimum 8 characters and maximum 15 characters in length; must contain at least 1 Uppercase character, 1 Lowercase character, 1 Numerical digit, and 1 Special character like ! @ # \$ % ^ & * () + = < > ~. A 'Confirm Password' section includes another text input field. At the bottom, there are 'Submit' and 'Cancel' buttons. The footer contains contact information and a copyright notice for the Commonwealth of Virginia.

Account Management System (AMS)

Depending on the Role requested an approval request notification is sent to either Locality's CPMT Chair or Locality's CSA Coordinator.

CPMT Chair – CSA Coordinator & Fiscal Agent

CSA Coordinator – All other roles

The Local Approver will need to login into the AMS system and approve the new User.

LEDRS - Crosswalk



The screenshot shows the OCS website interface. At the top right, there are links for 'Agencies', 'Governor', and 'Search Virginia.Gov', along with the 'virginia.gov' logo. The main navigation bar includes 'Home', 'About', 'Parents & Families', 'Local Government', 'Resources', 'Statistics and Publications', and 'Contacts'. The 'Resources' dropdown menu is open, listing items such as 'Administrative Memos', 'CANS', 'Continuous Quality Improvement', 'Forms', 'Guidance' (highlighted), 'High Fidelity Wraparound', 'OCS Newsletter', 'CSA Policy Manual and CSA User Guide', and 'Training Material'. Below the navigation, a 'Resources' banner features a photo of four smiling children. The 'Guidance' section is active, with a list of topics on the left: 'Adoption Assistance and Fostering Futures', 'Child in Need of Services', 'Treatment Foster Care', 'Family Engagement', 'Frequently Asked Questions', 'Funding and Financial Reporting' (highlighted with a right-pointing arrow), 'Special Education', and 'Utilization Review and Management'. The 'Funding and Financial Reporting' section is expanded to show a list of documents: 'Can CSA Pay Slide Presentation.pdf', 'CSA LEDRS Webinar', 'Funding Sources for Child Specific Services Updated December 2016', 'Guidance on the Sliding Fee Scale', 'LEDRS File Layout Details and Crosswalks', 'LEDRS File Upload - User Manual', 'Maximizing Medicaid Funding for Youth Served under the CSA', 'Pool Fund Expenditure Categories and Definitions', 'Pool Fund Expenditure Categories mapping with Thomas Brothers System', 'Primary Mandate Types (PMT) Definitions', 'Service Placement Categories', and 'Service Names Definitions'.

LEDRS Crosswalk - Service Name Code Addition

Code Description

- 43 Multisystemic Therapy (MST)
- 44 Functional Family Therapy (FFT)
- 45 Parent Child Interaction Therapy (PCIT)
- 46 Cognitive Behavioral Therapy (CBT)
- 47 Motivational Interviewing (MI)
- 48 Public School Special Education Transition
- 49 KinGap Basic Maintenance
- 50 KinGap Enhanced Maintenance

Local Expenditure, Data Reimbursement System (LEDRS)

File Naming Convention

File Type	text filetxt
File Delimiter	(pipe)	1 123456789 Anna Bell Thomas
File Naming Convention	<u>CSA</u>	
	CSA_Fips_Frequency_Year_Period_Report#.txt	File Name eg. ---> CSA_1_M_2016_10_1.txt
		Fips = County Fips Code (no padding of zeros)
		Frequency = M (Monthly)
		Year = Year of the file submission; calendar year
		Period = Month# of the calendar month; incase of Monthly submission
		Report# = Only ONE file submission is allowed for months 1, 2, 3, 4, 5, 6, 7, 8, 10, 11, 12.
		MULTIPLE File submissions are allowed in the month 9. Maximum of 3.
	<u>Title IV-E</u>	
	T4E_Fips_Frequency_Year_Period_Report#.txt	File Name eg. ---> T4E_1_Q_2016_1_1.txt
		Fips = County Fips Code (no padding of zeros)
		Frequency = Q (Quarterly)
		Year = Year of the file submission; calendar year
		Period = Quarter# of the reporting quarter in case of quarterly submission; Sept - 1; Dec - 2; Mar - 3; Jun - 4
		Report# = Only ONE file submission is allowed for a quarter

Crosswalk

Service Name

vs.

Service Placement Type

<http://csa.virginia.gov/content/pdf/LEDRS.xlsx>

Crosswalk

Expenditure Category
vs.
Service Placement Type

Crosswalk

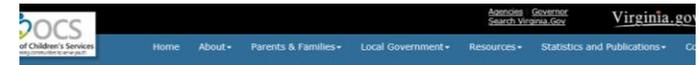
Expenditure Category

vs.

Mandate Type

Local Government Reporting

- LEDRS submission
- Pool Reimbursement Approval
- Additional Supplement
- Admin Plan
- Medicaid Reports
- Other Reports
- AMS
- T4E File Transfer



Please Sign In

Remember Me Show password

[Reset/Forgot Password](#)



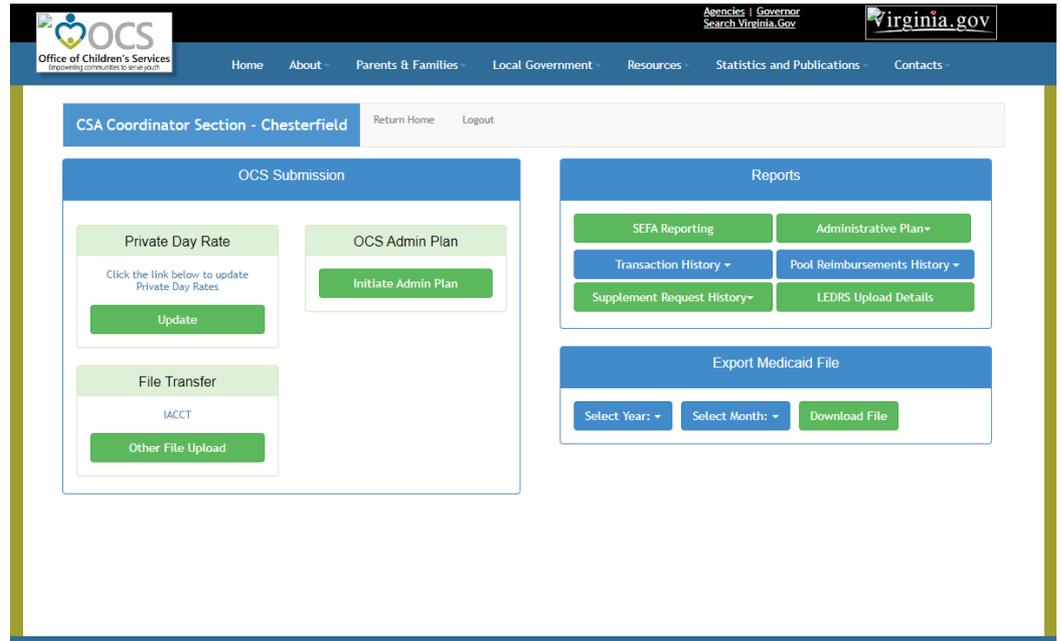
Welcome to OCS Local Government Reporting
LOGOUT
Fips: Chesterfield (041)

<p>POOL ADMIN</p> <p><input type="button" value="OCS Pool Admin"/></p>	<p>REPORT PREPARER</p> <p><input type="button" value="Go Online"/></p>	<p>FISCAL AGENT</p> <p><input type="button" value="Go Online"/></p>	<p>COORDINATOR</p> <p><input type="button" value="Go Online"/></p>	<p>CPMT CHAIR</p> <p><input type="button" value="Go Online"/></p>
<p>AMS</p> <p><input type="button" value="Go Online"/></p>	<p>CBDRS/T4E</p> <p><input type="button" value="Go Online"/></p>	<p>DOE</p> <p><input type="button" value="Go Online"/></p>	<p>FILE TRANSFER</p> <p><input type="button" value="Go Online"/></p>	<p>Auditor</p> <p><input type="button" value="Go Online"/></p>



CSA Coordinator Section

- IACCT File Upload
- OCS Admin Plan
- Reports
- Export Medicaid File



The screenshot displays the OCS CSA Coordinator Section web application interface. The page features a blue header with the OCS logo and navigation links: Home, About, Parents & Families, Local Government, Resources, Statistics and Publications, and Contacts. The main content area is titled "CSA Coordinator Section - Chesterfield" and includes a "Return Home" and "Logout" link. The interface is organized into three main sections:

- OCS Submission:** Contains three sub-sections:
 - Private Day Rate:** Includes a link to update private day rates and an "Update" button.
 - OCS Admin Plan:** Includes an "Initiate Admin Plan" button.
 - File Transfer:** Includes links for "IACCT" and "Other File Upload" with corresponding buttons.
- Reports:** Contains six report buttons: SEFA Reporting, Administrative Plan, Transaction History, Pool Reimbursements History, Supplement Request History, and LEDRS Upload Details.
- Export Medicaid File:** Includes a "Select Year" dropdown, a "Select Month" dropdown, and a "Download File" button.

Local Government Reporting

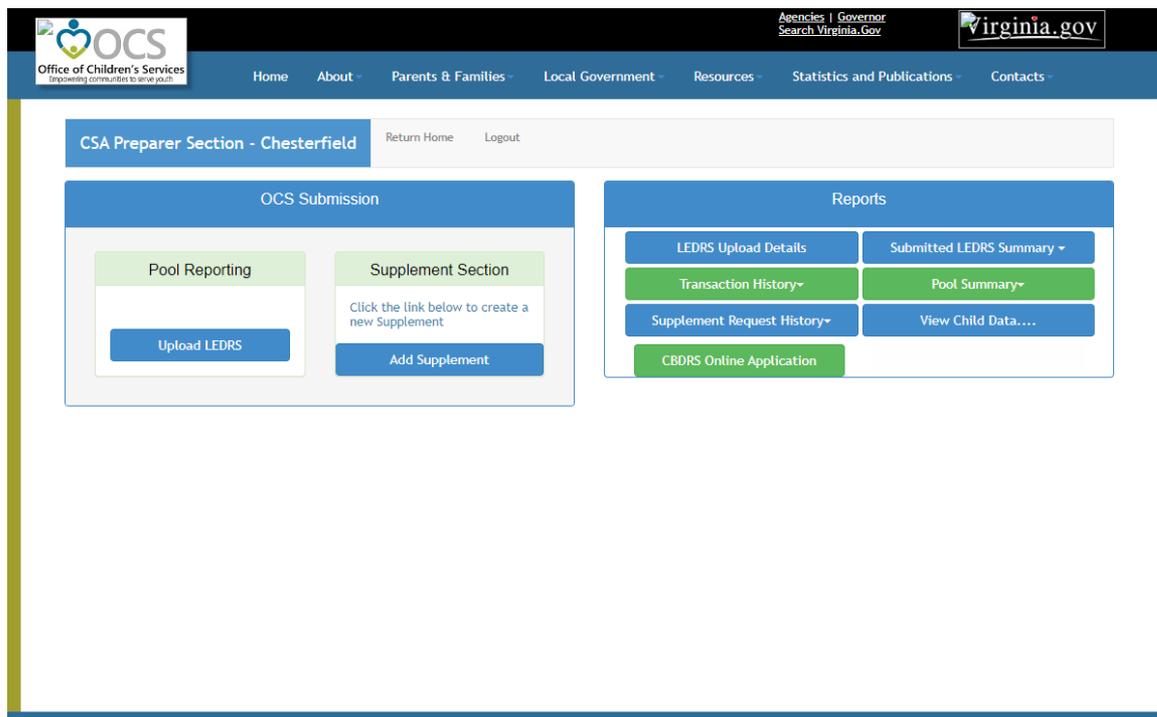
- Report Preparer

A screenshot of the OCS Local Government Reporting dashboard. At the top, there is a photograph of five diverse, smiling children. Below the photo, the text reads "Welcome to OCS Local Government Reporting" followed by "Logout" and "Fips: Chesterfield (041)". The dashboard features a grid of ten role-based access buttons. The "REPORT PREPARER" button is highlighted with a yellow border and a green "Go Online" button. Other roles include POOL ADMIN, FISCAL AGENT, COORDINATOR, CPMT CHAIR, AMS, CBDRS/T4E, DOE, FILE TRANSFER, and Auditor, each with a blue "Go Online" button.

Role	Action
POOL ADMIN	OCS Pool Admin
REPORT PREPARER	Go Online
FISCAL AGENT	Go Online
COORDINATOR	Go Online
CPMT CHAIR	Go Online
AMS	Go Online
CBDRS/T4E	Go Online
DOE	Go Online
FILE TRANSFER	Go Online
Auditor	Go Online

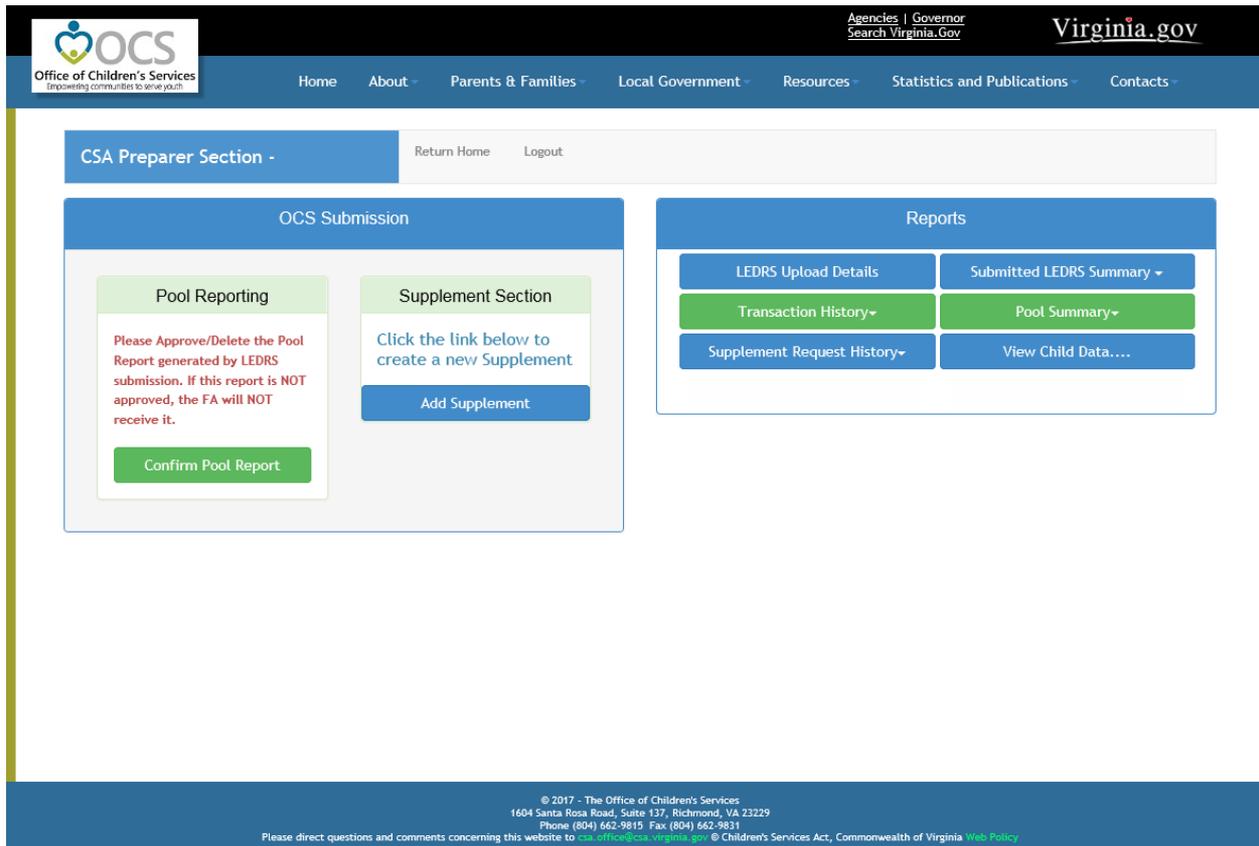
CSA Report Preparer Section

- Upload LEDRS
- Add Supplement
- Reports

A screenshot of the OCS web application interface for the CSA Report Preparer Section. The page has a blue header with the OCS logo and navigation links: Home, About, Parents & Families, Local Government, Resources, Statistics and Publications, and Contacts. A secondary navigation bar includes "Agencies | Governor Search Virginia.Gov" and the "virginia.gov" logo. The main content area is titled "CSA Preparer Section - Chesterfield" and includes "Return Home" and "Logout" links. It is divided into two main sections: "OCS Submission" and "Reports". The "OCS Submission" section contains two sub-sections: "Pool Reporting" with an "Upload LEDRS" button, and "Supplement Section" with a link to "Click the link below to create a new Supplement" and an "Add Supplement" button. The "Reports" section contains a grid of buttons: "LEDRS Upload Details", "Submitted LEDRS Summary", "Transaction History", "Pool Summary", "Supplement Request History", "View Child Data...", and "CBDRS Online Application".

CSA Report Preparer Section – Upload LEDRS

- Submit File to OCS



The screenshot displays the OCS CSA Report Preparer Section interface. At the top, there is a navigation bar with the OCS logo and the text "Office of Children's Services Empowering communities to serve youth". To the right of the logo, there are links for "Home", "About", "Parents & Families", "Local Government", "Resources", "Statistics and Publications", and "Contacts". Further right, there are links for "Agencies", "Governor", and "Search Virginia.Gov", along with the "Virginia.gov" logo.

The main content area is titled "CSA Preparer Section" and includes a "Return Home" and "Logout" link. It is divided into two main sections: "OCS Submission" and "Reports".

The "OCS Submission" section contains two sub-sections: "Pool Reporting" and "Supplement Section".

- Pool Reporting:** Contains a warning message: "Please Approve/Delete the Pool Report generated by LEDRS submission. If this report is NOT approved, the FA will NOT receive it." Below this is a green button labeled "Confirm Pool Report".
- Supplement Section:** Contains a message: "Click the link below to create a new Supplement" and a blue button labeled "Add Supplement".

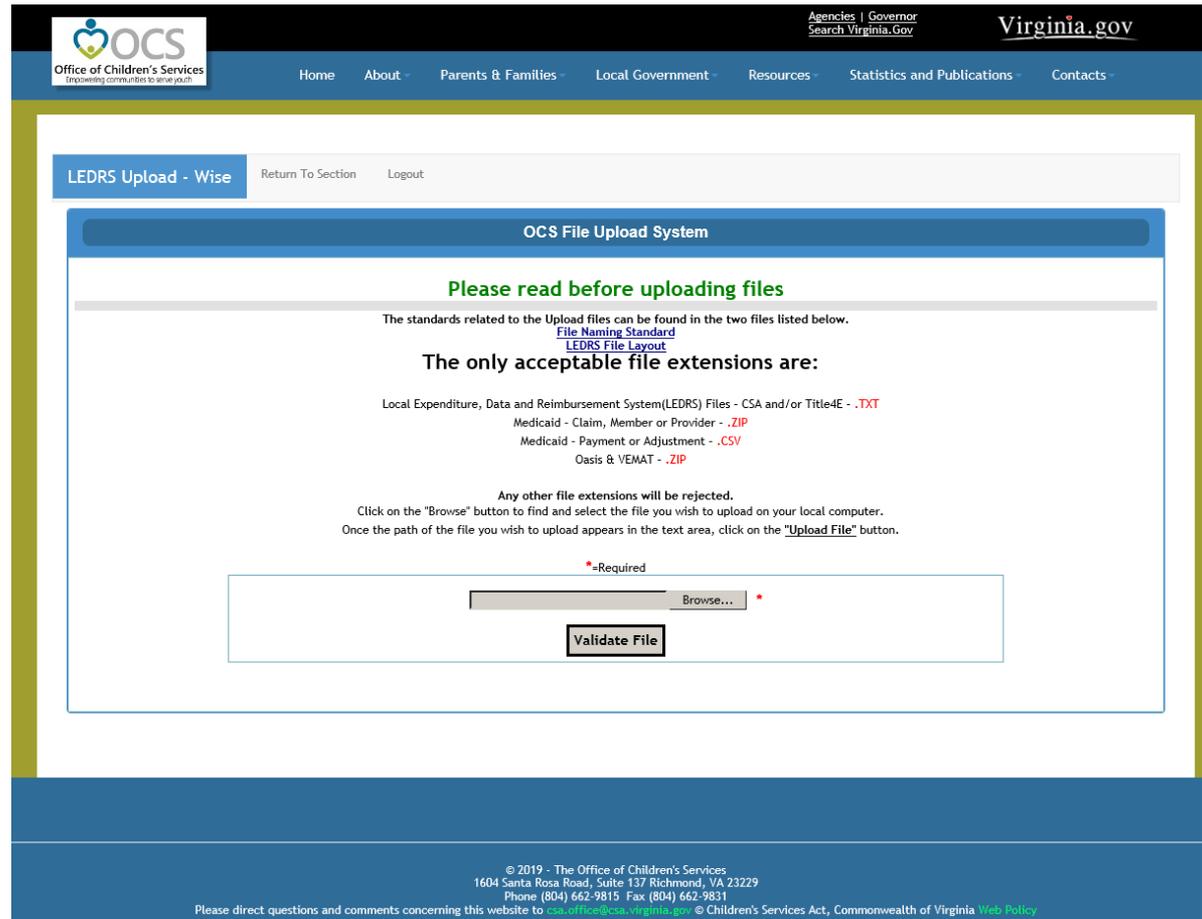
The "Reports" section contains a grid of buttons:

- LEDRS Upload Details
- Submitted LEDRS Summary
- Transaction History
- Pool Summary
- Supplement Request History
- View Child Data....

At the bottom of the page, there is a footer with copyright information: "© 2017 - The Office of Children's Services 1604 Santa Rosa Road, Suite 137, Richmond, VA 23229 Phone (804) 662-9815 Fax (804) 662-9831" and a note: "Please direct questions and comments concerning this website to csa_office@csa.virginia.gov © Children's Services Act, Commonwealth of Virginia [Web Policy](#)".

CSA Report Preparer Section – Upload LEDRS

- Browse
- Validate File



The screenshot shows the OCS File Upload System interface. At the top, there is a navigation bar with the OCS logo and the text "Office of Children's Services Empowering communities to serve youth". To the right of the logo, there are links for "Home", "About", "Parents & Families", "Local Government", "Resources", "Statistics and Publications", and "Contacts". Further right, there are links for "Agencies | Governor Search Virginia.Gov" and "Virginia.gov".

Below the navigation bar, there is a section titled "LEDRS Upload - Wise" with links for "Return To Section" and "Logout". The main content area is titled "OCS File Upload System" and contains the following text:

Please read before uploading files

The standards related to the Upload files can be found in the two files listed below.
[File Naming Standard](#)
[LEDRS File Layout](#)

The only acceptable file extensions are:

- Local Expenditure, Data and Reimbursement System(LEDRS) Files - CSA and/or Title4E - **.TXT**
- Medicaid - Claim, Member or Provider - **.ZIP**
- Medicaid - Payment or Adjustment - **.CSV**
- Oasis & VEMAT - **.ZIP**

Any other file extensions will be rejected.
Click on the "Browse" button to find and select the file you wish to upload on your local computer.
Once the path of the file you wish to upload appears in the text area, click on the "Upload File" button.

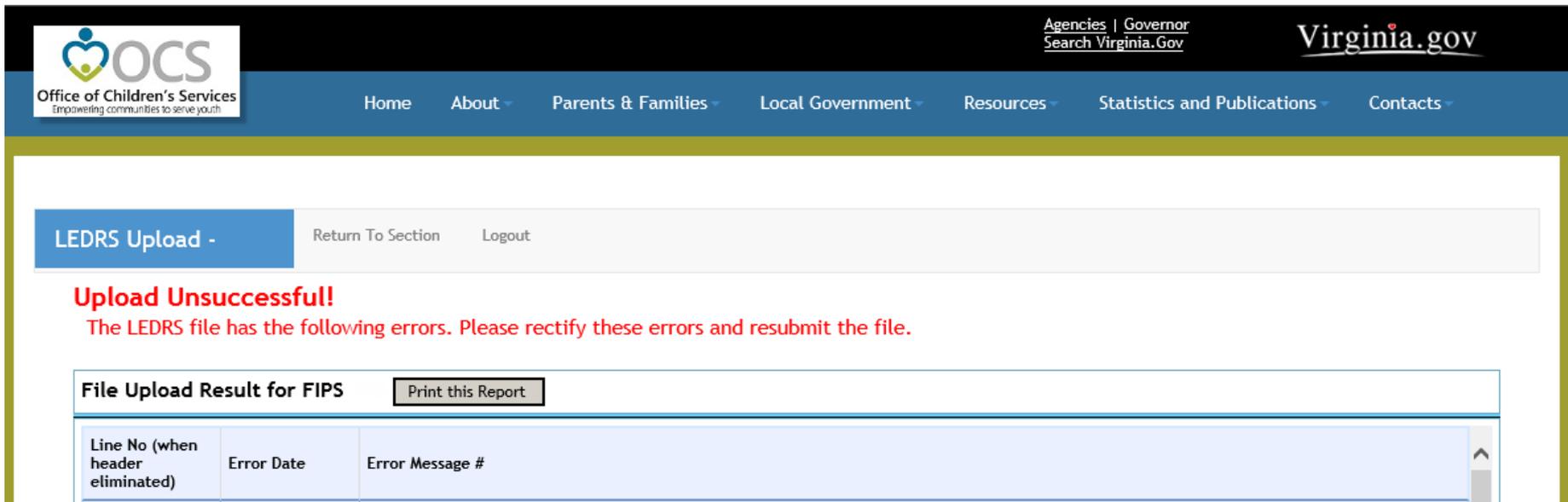
Below the text, there is a text input field with a "Browse..." button and a "Validate File" button. A red asterisk indicates that the "Browse..." button is required.

At the bottom of the page, there is a footer with the following text:

© 2019 - The Office of Children's Services
1604 Santa Rosa Road, Suite 137 Richmond, VA 23229
Phone (804) 662-9815 Fax (804) 662-9831
Please direct questions and comments concerning this website to csa.led@hcsa.virginia.gov © Children's Services Act, Commonwealth of Virginia [Web Policy](#)

CSA Report Preparer Section – Upload LEDRS

- Upload Error



The screenshot shows the OCS website interface. At the top right, there are links for "Agencies | Governor" and "Search Virginia.Gov", and the "Virginia.gov" logo. The main navigation bar includes "Home", "About", "Parents & Families", "Local Government", "Resources", "Statistics and Publications", and "Contacts". Below this, a blue button labeled "LEDRS Upload -" is followed by "Return To Section" and "Logout" links. A red error message reads: "Upload Unsuccessful! The LEDRS file has the following errors. Please rectify these errors and resubmit the file." Below the message is a "File Upload Result for FIPS" section with a "Print this Report" button. A table with three columns is visible: "Line No (when header eliminated)", "Error Date", and "Error Message #".

LEDRS Upload - Return To Section Logout

Upload Unsuccessful!
The LEDRS file has the following errors. Please rectify these errors and resubmit the file.

File Upload Result for FIPS Print this Report

Line No (when header eliminated)	Error Date	Error Message #
----------------------------------	------------	-----------------



CSA Report Preparer Section – Upload LEDRS

- Upload Success

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LEDRS Upload - [Return To Section](#) [Logout](#)

Action Requested: [Submit File to OCS](#) [Cancel Upload](#) [Print Report](#)

Results of LEDRS File validated on 2/15/2019

FIPS: -
#Rows in the File (CSA): 98

Payment/Adjustment date range within the File: 1/3/2019 - 1/31/2019

							Total State Allocation Balance(Non Wrap): 51,758,208.00
							Total Expenditure(Non Wrap) in this LEDRS file: 5126,639.90
							Total State Allocation Balance(Wrap only): 50.00
							Total Expenditure(Wrap only) in this LEDRS file: 50.00

Part 1 - Expenditure Description (FY 2019)

EXPENDITURE CATEGORY DESCRIPTION	LOCAL MATCH RATE (a)	GROSS EXPENDITURE THIS PERIOD (b)	EXPENDITURE REFUNDS THIS PERIOD (c)	NET TOTAL EXPENDITURES (b minus c) (d)	LOCAL MATCH (a x d) (e)	STATE MATCH (d-e) (f)
1. CONGREGATE CARE / MANDATED AND NON-MANDATED RESIDENTIAL SERVICES						
1a. Foster Care - IV-E children in Licensed Residential Congregate Care; pool expenditures for costs not covered by IV-E (i.e., non room-and-board)	0.3256	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1b. Foster Care - all others in Licensed Residential Congregate Care	0.3256	\$12,185.41	\$0.00	\$12,185.41	\$3,967.57	\$8,217.84
1c. Residential Congregate Care-CSA Parental Agreements ; DSS Noncustodial Agreements	0.3256	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1d. Non-Mandated Services/Residential/Congregate	0.3256	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1e. Educational Services - Congregate Care	0.2605	\$4,835.00	\$0.00	\$4,835.00	\$1,259.52	\$3,575.48
2. OTHER MANDATED SERVICES						
2a. Treatment Foster Care - IV-E	0.2605	\$44,033.28	\$0.00	\$44,033.28	\$11,470.67	\$32,562.61
2a.1 Treatment Foster Care	0.2605	\$36,690.69	\$0.00	\$36,690.69	\$9,557.92	\$27,132.77
2a.2 Treatment Foster Care - CSA Parental Agreements ; DSS Noncustodial Agreements	0.2605	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2c. Family Foster Care - IV-E ; Community Based Services	0.1302	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2e. Family Foster Care - Children receiving maintenance and basic activities payments; independent living stipend/arrangements	0.2605	\$22,683.42	\$0.00	\$22,683.42	\$5,909.03	\$16,774.39
2f. Community - Based Services	0.1302	\$2,889.30	\$0.00	\$2,889.30	\$376.19	\$2,513.11
2f.1 Community Transition Services - Direct Family Services to Transition from Residential to Community	0.1302	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2g. Special Education Private Day Placement	0.2605	\$3,322.80	\$0.00	\$3,322.80	\$865.59	\$2,457.21
2h. Wrap-Around Services for Students With Disabilities	0.2605	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2i. Psychiatric Hospitals/Crisis Stabilization Units	0.2605	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3. Non-Mandated Services/Community-Based	0.1302	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4. Grand Totals: (Sum of categories 1 through 3)		\$126,639.90	\$0.00	\$126,639.90	\$33,406.49	\$93,233.41

PART 2 - EXPENDITURE REFUND DESCRIPTION

Information regarding total expenditure refunds reported in Part 1, Line 4(c).

EXPENDITURE REFUND DESCRIPTION	CODE	AMOUNT
Vendor Refunds and Payment Cancellations	010	\$0.00
Parental Co-Payments	020	\$0.00
Payments made on behalf of the child (ex: SSA, SSI, VA benefits, ...)	030	\$0.00
Child Support Collections through DCSE	040	\$0.00
Pool prior-reported expenditures re-claimed under IV-E	050	\$0.00
Other:	090	\$0.00
Refund Total:		\$0.00

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CSA Report Preparer Section – Upload LEDRS

- Upload Success

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LEDRS Upload - [Return To Section](#) [Logout](#)

Action Requested: [Submit File to OCS](#) [Cancel Upload](#) [Print Report](#)

Results of LEDRS File validated on 2/15/2019

FIPS: -
#Rows in the File (CSA): 98

Payment/Adjustment date range within the File: 1/3/2019 - 1/31/2019

						Total State Allocation Balance(Non Wrap): 51,758,208.00
						Total Expenditure(Non Wrap) in this LEDRS file: 5126,639.90
						Total State Allocation Balance(Wrap only): 50.00
						Total Expenditure(Wrap only) in this LEDRS file: 50.00

Part 1 - Expenditure Description (FY 2019)

EXPENDITURE CATEGORY DESCRIPTION	LOCAL MATCH RATE (a)	GROSS EXPENDITURE THIS PERIOD (b)	EXPENDITURE REFUNDS THIS PERIOD (c)	NET TOTAL EXPENDITURES (b minus c) (d)	LOCAL MATCH (a x d) (e)	STATE MATCH (d-e) (f)
1. CONGREGATE CARE / MANDATED AND NON-MANDATED RESIDENTIAL SERVICES						
1a. Foster Care - IV-E children in Licensed Residential Congregate Care; pool expenditures for costs not covered by IV-E (i.e., non room-and-board)	0.3256	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1b. Foster Care - all others in Licensed Residential Congregate Care	0.3256	\$12,185.41	\$0.00	\$12,185.41	\$3,967.57	\$8,217.84
1c. Residential Congregate Care-CSA Parental Agreements ; DSS Noncustodial Agreements	0.3256	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1d. Non-Mandated Services/Residential/Congregate	0.3256	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1e. Educational Services - Congregate Care	0.2605	\$4,835.00	\$0.00	\$4,835.00	\$1,259.52	\$3,575.48
2. OTHER MANDATED SERVICES						
2a. Treatment Foster Care - IV-E	0.2605	\$44,033.28	\$0.00	\$44,033.28	\$11,470.67	\$32,562.61
2a.1 Treatment Foster Care	0.2605	\$36,690.69	\$0.00	\$36,690.69	\$9,557.92	\$27,132.77
2a.2 Treatment Foster Care - CSA Parental Agreements ; DSS Noncustodial Agreements	0.2605	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2c Family Foster Care - IV-E ; Community Based Services	0.1302	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2e Family Foster Care - Children receiving maintenance and basic activities payments; independent living stipend/arrangements	0.2605	\$22,683.42	\$0.00	\$22,683.42	\$5,909.03	\$16,774.39
2f Community - Based Services	0.1302	\$2,889.30	\$0.00	\$2,889.30	\$376.19	\$2,513.11
2f.1 Community Transition Services - Direct Family Services to Transition from Residential to Community	0.1302	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2g Special Education Private Day Placement	0.2605	\$3,322.80	\$0.00	\$3,322.80	\$865.59	\$2,457.21
2h Wrap-Around Services for Students With Disabilities	0.2605	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2i Psychiatric Hospitals/Crisis Stabilization Units	0.2605	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3 Non-Mandated Services/Community-Based	0.1302	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4 Grand Totals: (Sum of categories 1 through 3)		\$126,639.90	\$0.00	\$126,639.90	\$33,406.49	\$93,233.41

PART 2 - EXPENDITURE REFUND DESCRIPTION

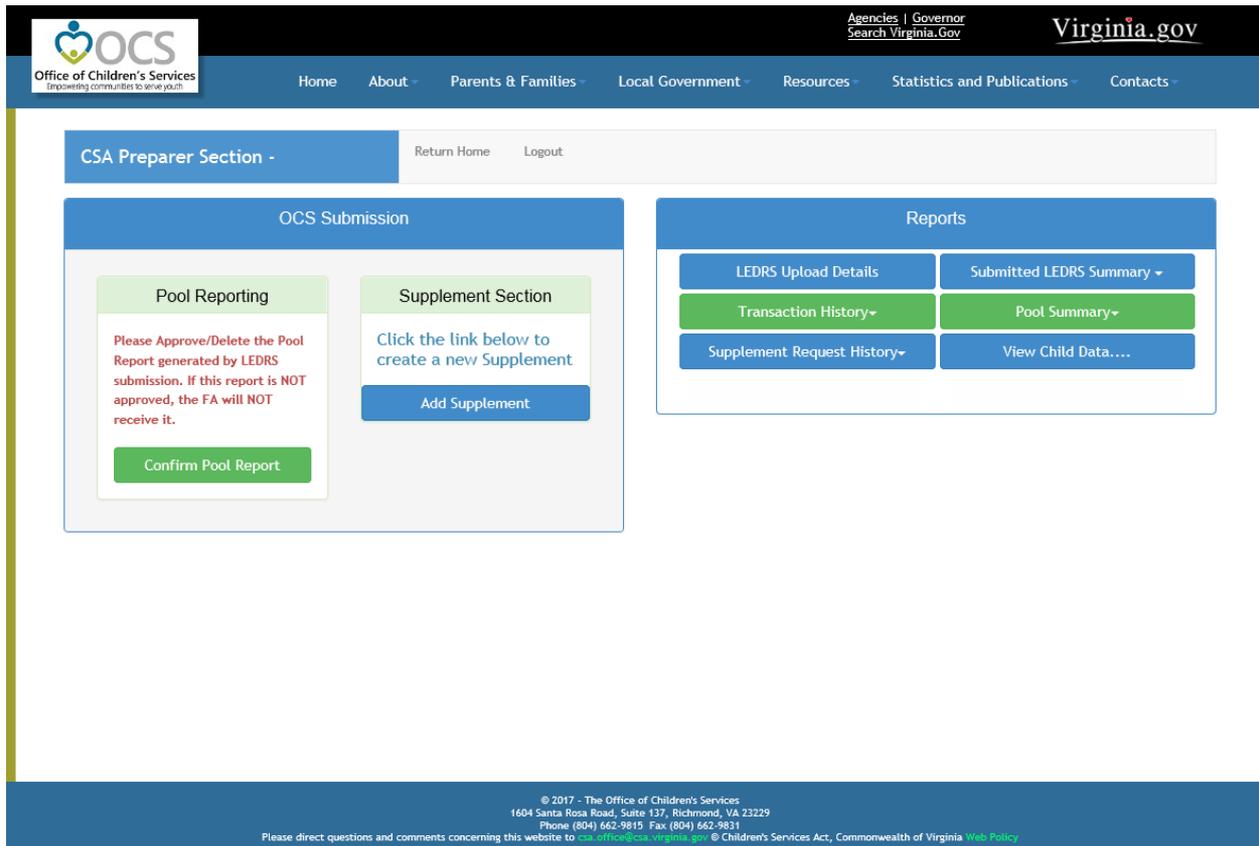
Information regarding total expenditure refunds reported in Part 1, Line 4(c).

EXPENDITURE REFUND DESCRIPTION	CODE	AMOUNT
Vendor Refunds and Payment Cancellations	010	\$0.00
Parental Co-Payments	020	\$0.00
Payments made on behalf of the child (ex: SSA, SSI, VA benefits, ...)	030	\$0.00
Child Support Collections through DCSE	040	\$0.00
Pool prior-reported expenditures re-claimed under IV-E	050	\$0.00
Other:	090	\$0.00
Refund Total:		\$0.00

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CSA Report Preparer Section – Upload LEDRS

- Submit File to OCS



The screenshot displays the OCS CSA Report Preparer Section interface. At the top, there is a navigation bar with the OCS logo and the text "Office of Children's Services Empowering communities to serve youth". To the right of the logo, there are links for "Home", "About", "Parents & Families", "Local Government", "Resources", "Statistics and Publications", and "Contacts". Further right, there are links for "Agencies", "Governor", and "Search Virginia.Gov", along with the "Virginia.gov" logo.

The main content area is titled "CSA Preparer Section" and includes a "Return Home" and "Logout" link. It is divided into two main sections: "OCS Submission" and "Reports".

The "OCS Submission" section contains two sub-sections: "Pool Reporting" and "Supplement Section".

- Pool Reporting:** Contains a warning message: "Please Approve/Delete the Pool Report generated by LEDRS submission. If this report is NOT approved, the FA will NOT receive it." Below this is a green button labeled "Confirm Pool Report".
- Supplement Section:** Contains a message: "Click the link below to create a new Supplement" and a blue button labeled "Add Supplement".

The "Reports" section contains a grid of buttons:

- LEDRS Upload Details
- Submitted LEDRS Summary
- Transaction History
- Pool Summary
- Supplement Request History
- View Child Data....

At the bottom of the page, there is a footer with copyright information: "© 2017 - The Office of Children's Services 1604 Santa Rosa Road, Suite 137, Richmond, VA 23229 Phone (804) 662-9815 Fax (804) 662-9831 Please direct questions and comments concerning this website to csa_office@csa.virginia.gov © Children's Services Act, Commonwealth of Virginia [Web Policy](#)".

CSA Report Preparer Section – Upload LEDRS

- Approve Pool Report



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[myVA](#) [Virginia.gov](#)

Home About Parents & Families Local Government Resources Statistics and Publications Contacts

CSA Child Information Section [Back to Section](#) [Logout](#)

PREPARER'S POOL REIMBURSEMENT REPORT REVIEW

Payment/Adjustment Date From: 1/1/2019 To: 1/31/2019

Please review the report. If the information is correct then click the Approve button, if not click Delete button.
(The delete function will remove the uploaded file. You will be able to upload a new corrected file.)

CSA POOL REIMBURSEMENT REQUEST REPORT

ALL COSTS REPORTED IN COLUMN (A) PERTAIN TO SERVICES PROVIDED DURING THE FISCAL YEAR (19)
(NOTE: Expenditure refunds reported in Column (C) may pertain to any year)

DATE: 2/15/2019	FOR PERIOD ENDING: 1/31/2019
LOCALITY:	REPORT ID:

PART I: EXPENDITURE DESCRIPTION

EXPENDITURE DESCRIPTION	LOCAL MATCH RATE (A)	GROSS TOTAL EXPENDITURES THIS FISCAL YEAR (B)	EXPENDITURE REFUNDS THIS FISCAL YEAR (C)	NET TOTAL EXPENDITURES (D) (B)-(C)	LOCAL MATCH (E) (A)*(D)	STATE MATCH (F) (D)-(E)
1. UNASSISTED SERVICES: RESIDENTIAL						
1a. Foster Care - F/E Children in Licensed Residential Congregate Care: pool expenditures for costs not covered by F & E (i.e., non-rate and board)	0.4644	50.00	50.00	50.00	50.00	50.00
1b. Foster Care - all others in Licensed Residential Congregate Care	0.4644	50.00	50.00	50.00	50.00	50.00
1c. Residential Congregate Care- CSA Parental Agreements / OSS Noncustodial Agreements	0.4644	\$43,115.20	50.00	\$13,115.20	\$6,090.79	\$7,024.40
1d. Non-Residential Services/ Residential/ Congregate	0.4644	50.00	50.00	50.00	50.00	50.00
1e. Educational Services - Congregate Care	0.3715	\$30,911.00	50.00	\$30,911.00	\$11,483.44	\$19,427.56
2. UNASSISTED SERVICES: NON-RESIDENTIAL						
2a. Treatment Foster Care - F/E	0.3715	\$45,290.76	50.00	\$15,290.76	\$5,665.66	\$9,625.10
2a.1 Treatment Foster Care	0.3715	50.00	50.00	50.00	50.00	50.00
2a.2 Treatment Foster Care - CSA Parental Agreements / OSS Noncustodial Agreements	0.3715	50.00	50.00	50.00	50.00	50.00
2a.3 Specialized Foster Care - F/E - Community Based Services	0.3715	50.00	50.00	50.00	50.00	50.00
2a.4 Specialized Foster Care - F/E - Community Based Services	0.3715	50.00	50.00	50.00	50.00	50.00
2a.5 Family Foster Care - F/E - Community Based Services	0.1858	50.00	50.00	50.00	50.00	50.00
2a.6 Family Foster Care Maintenance only	0.3715	50.00	50.00	50.00	50.00	50.00
2a.7 Family Foster Care - Children receiving maintenance and basic activities payments; independent living placement arrangements	0.3715	\$48,120.64	50.00	\$48,120.64	\$17,876.83	\$30,243.81
2b. Community - Based Services	0.1858	\$82,838.90	50.00	\$17,838.90	\$2,383.61	\$15,455.29
2b.1 Community Transition Services - Direct Family Services to Transition from Residential to Community	0.1858	50.00	50.00	50.00	50.00	50.00
2c. Special Education Private Day Placement	0.3715	\$113,470.82	50.00	\$113,470.82	\$42,134.41	\$71,336.41
2c.1 Wrap-around Services for Students With Disabilities	0.3715	\$4,855.75	50.00	\$4,855.75	\$1,803.91	\$3,051.84
2c.2 Psychiatric Hospital/ Crisis Stabilization Units	0.3715	\$62,195.23	50.00	\$62,195.23	\$23,101.81	\$39,093.42
2c.3 Non-Residential Services/ Community-Based	0.1858	\$10,797.56	50.00	\$10,797.56	\$2,000.61	\$8,796.95
4. GRAND TOTAL: (Sum of columns 1 through 3)	0.3715	\$191,505.88	50.00	\$111,505.88	\$112,560.97	\$198,944.91

Current Match Rate: 0.3715

The expenditures and refunds reported herein were incurred in accordance with provisions of the Children's Services Act, and have not been reported on a previous claim. Documentation is maintained to support the expenditure and refund amounts reported, and to demonstrate that each expenditure and refund was made on behalf of a specific child for the specific children and complies with the CSA Manual, CCR and Appropriation Act requirements including utilization management and EAFI criteria.

FOR STATE USE ONLY:

TOTAL COST REPORTED:	\$
LOCAL SHARE:	\$
APPROVED STATE SHARE:	\$
METHOD OF ADJUSTMENT:	\$ []
STATE PAYMENT:	\$

STATE AGENCY: _____ DATE: _____
SIGNATURE: _____

PART II: EXPENDITURE REFUND SOURCES

THESE EXPENDITURE REFUNDS ARE BEING REPORTED IN FISCAL YEAR (19)

DATE: 2/15/2019	FOR PERIOD ENDING: 1/31/2019
LOCALITY: Chesapeake - FPS: 300	REPORT ID: 30973

Information regarding total expenditure refunds reported on Part I, Line 4(c).

EXPENDITURE REFUND DESCRIPTION	CODE	AMOUNT
Vendor Refunds and Payment Cancellations	010	\$0.00
Parental Co Payments	020	\$0.00
Payments made on behalf of the child (ex. SSA, SSA, VA benefits, ...)	030	\$0.00
Child Support Collections through DCSE	040	\$0.00
Pool prior reported expenditures re obtained under FF E	050	\$0.00
Other (Please specify): (Please use tab to exit this field)	090	\$0.00
TOTAL REFUNDS:		\$0.00

Note: This total must agree with the GRAND TOTAL of all expenditure refunds for the reporting period (Part I, Line 4, Col c).

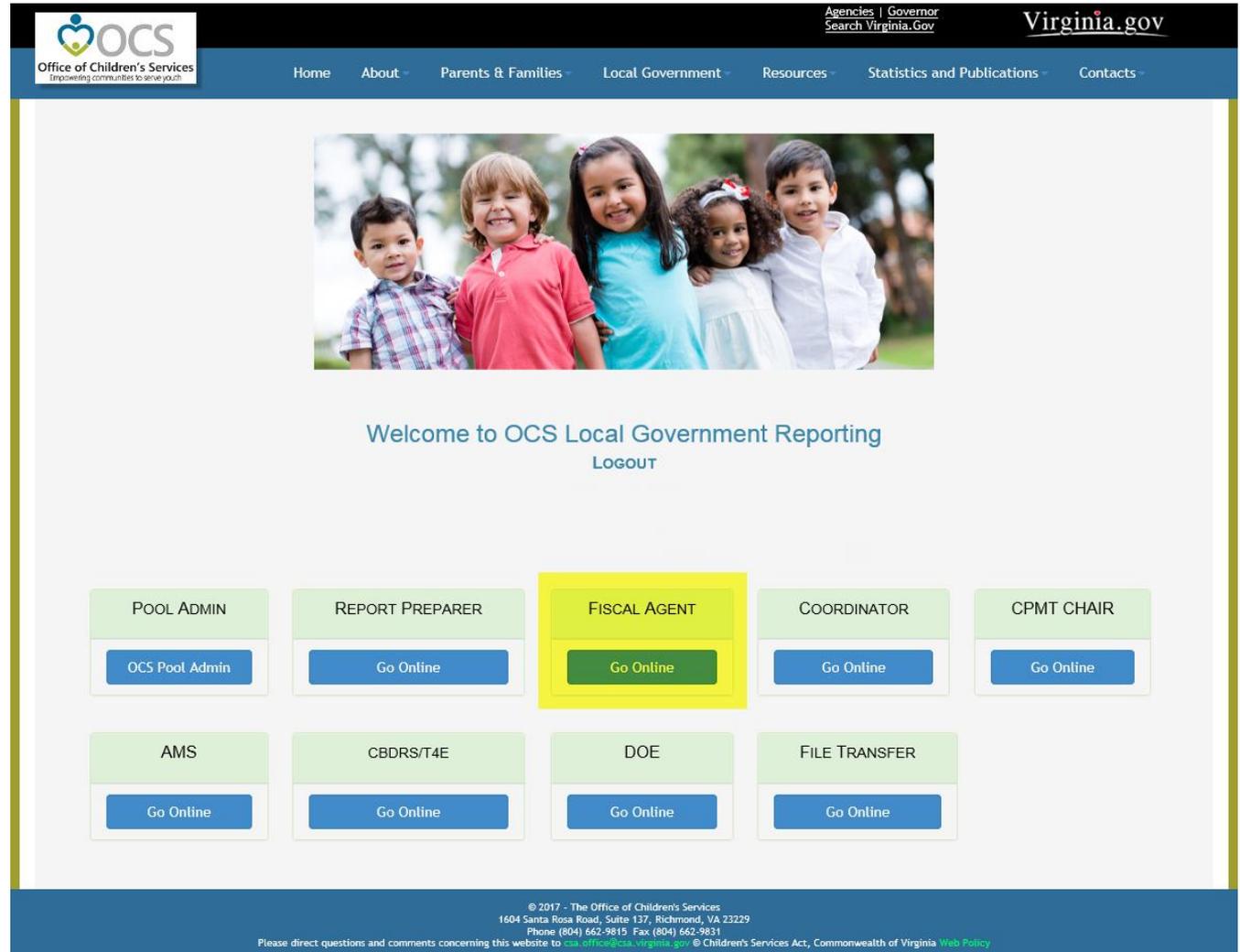
Approve
Delete

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35

Local Government Reporting

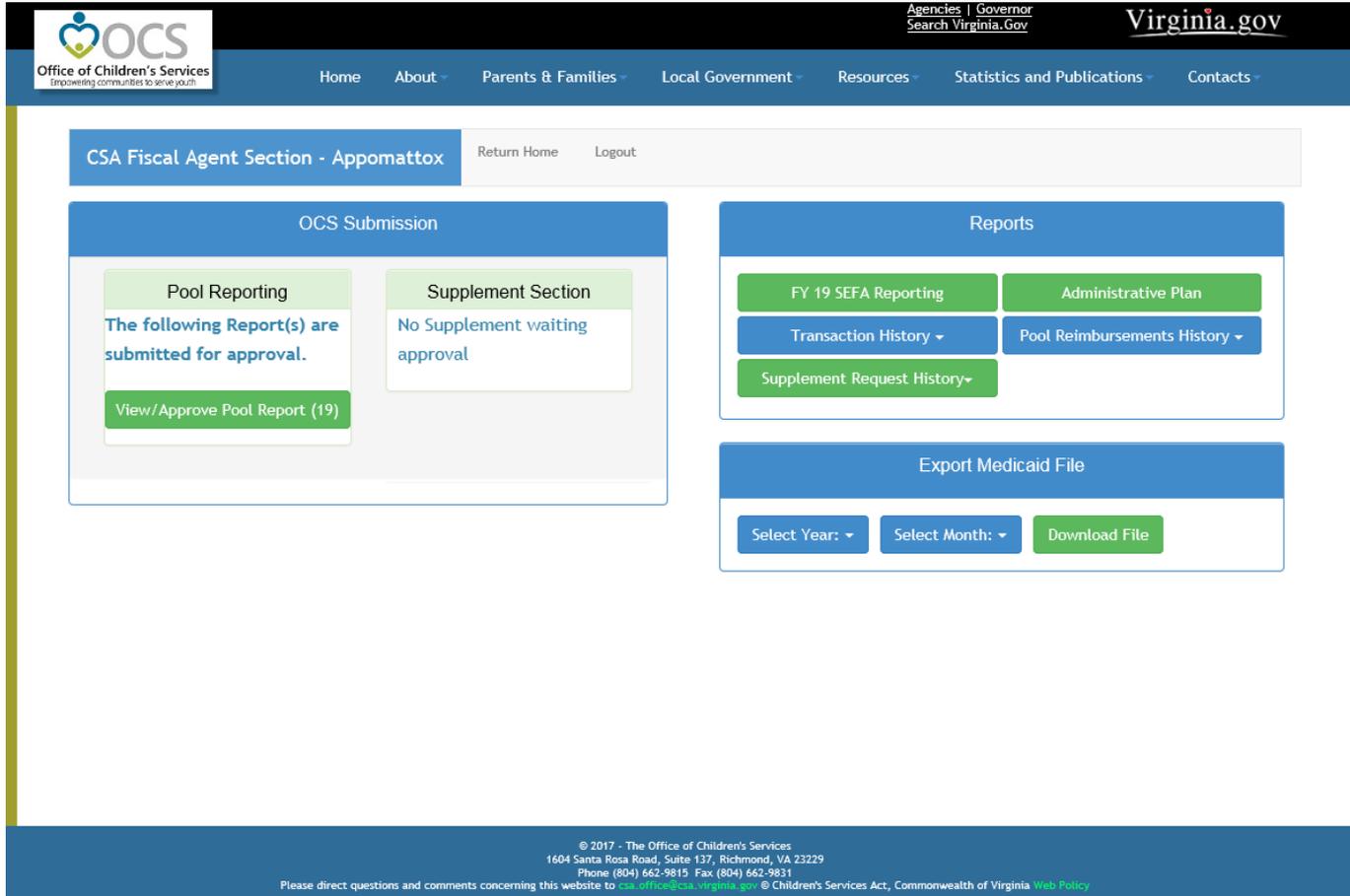
- Fiscal Agent



The screenshot shows the OCS Local Government Reporting website. At the top left is the OCS logo and the text "Office of Children's Services Empowering communities to serve youth". At the top right is the "Virginia.gov" logo and the text "Agencies | Governor Search Virginia.Gov". Below the header is a navigation menu with links for Home, About, Parents & Families, Local Government, Resources, Statistics and Publications, and Contacts. The main content area features a photograph of five diverse children smiling. Below the photo is the text "Welcome to OCS Local Government Reporting" and "Logout". A grid of service tiles is displayed, with the "FISCAL AGENT" tile highlighted in yellow. The tiles include: POOL ADMIN (OCS Pool Admin), REPORT PREPARER (Go Online), FISCAL AGENT (Go Online), COORDINATOR (Go Online), CPMT CHAIR (Go Online), AMS (Go Online), CBDRS/T4E (Go Online), DOE (Go Online), and FILE TRANSFER (Go Online). The footer contains copyright information for 2017, contact details for the Office of Children's Services, and a note to direct questions to csa.office@csa.virginia.gov.

CSA Fiscal Agent Section

- Approve Pool Report



The screenshot displays the CSA Fiscal Agent Section web application interface. At the top, there is a navigation bar with the OCS logo on the left and links for Home, About, Parents & Families, Local Government, Resources, Statistics and Publications, and Contacts. On the right side of the navigation bar, there are links for Agencies, Governor, and Search Virginia.Gov, along with the Virginia.gov logo.

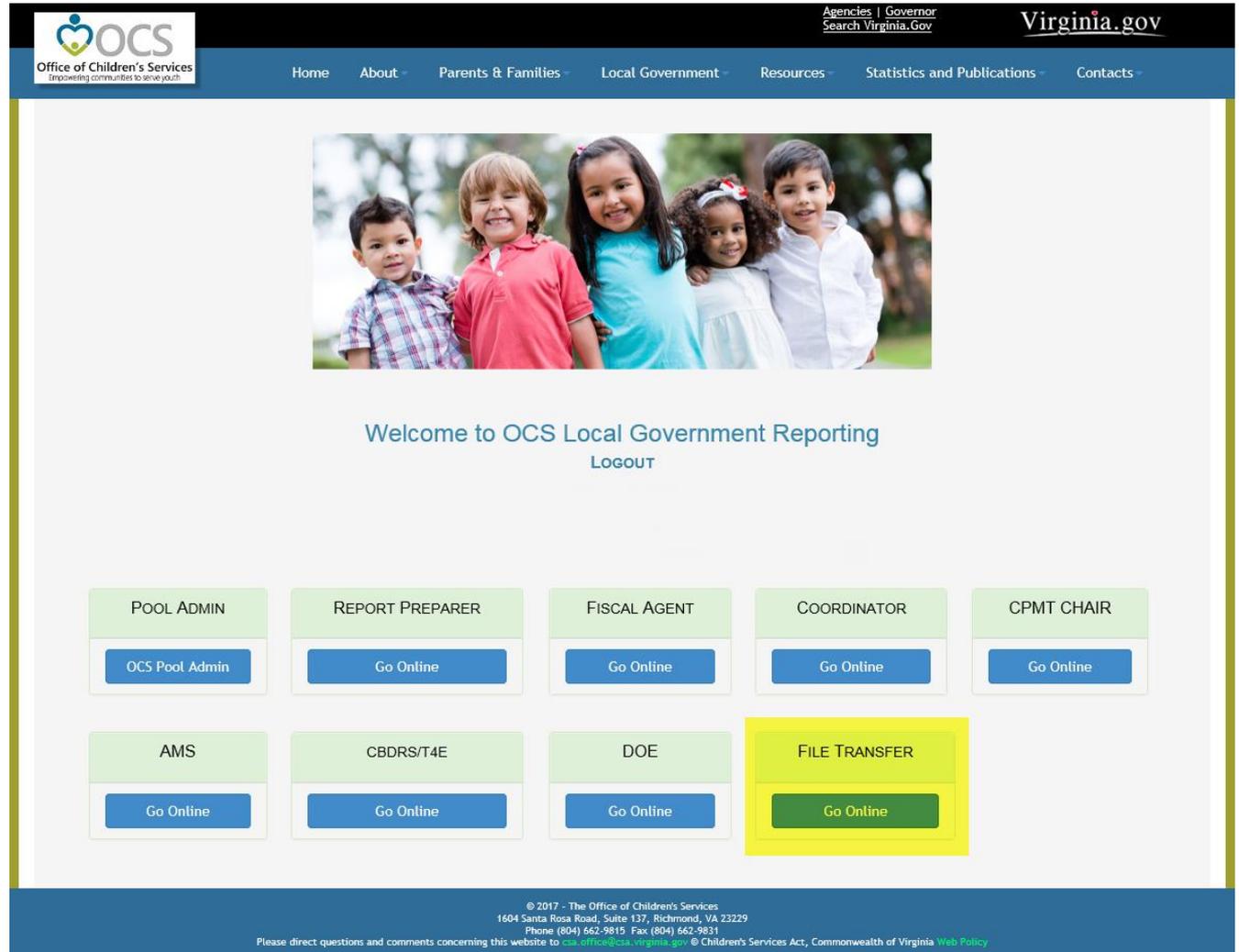
The main content area is titled "CSA Fiscal Agent Section - Appomattox" and includes links for "Return Home" and "Logout". The interface is divided into three main sections:

- OCS Submission:** This section contains two sub-sections:
 - Pool Reporting:** A green box indicating that reports are submitted for approval, with a "View/Approve Pool Report (19)" button.
 - Supplement Section:** A green box indicating that no supplement is waiting for approval.
- Reports:** A section with several buttons for accessing reports:
 - FY 19 SEFA Reporting (green button)
 - Administrative Plan (green button)
 - Transaction History (blue button with dropdown arrow)
 - Pool Reimbursements History (blue button with dropdown arrow)
 - Supplement Request History (green button with dropdown arrow)
- Export Medicaid File:** A section with buttons for "Select Year:", "Select Month:", and "Download File" (green button).

At the bottom of the page, there is a footer containing copyright information for 2017, contact details for the Office of Children's Services (1604 Santa Rosa Road, Suite 137, Richmond, VA 23229), phone and fax numbers, and a link to the website's web policy.

Local Government Reporting

- File Transfer



The screenshot shows the OCS Local Government Reporting web application. At the top, there is a navigation bar with the OCS logo on the left and links for Agencies, Governor Search, Virginia.Gov, Home, About, Parents & Families, Local Government, Resources, Statistics and Publications, and Contacts. Below the navigation bar is a large image of five diverse children smiling. Underneath the image, the text reads "Welcome to OCS Local Government Reporting" followed by a "LOGOUT" link. The main content area features a grid of ten service tiles, each with a title and a "Go Online" button. The "FILE TRANSFER" tile is highlighted in yellow. The tiles are: POOL ADMIN (OCS Pool Admin), REPORT PREPARER (Go Online), FISCAL AGENT (Go Online), COORDINATOR (Go Online), CPMT CHAIR (Go Online), AMS (Go Online), CBDRS/T4E (Go Online), DOE (Go Online), and FILE TRANSFER (Go Online). At the bottom of the page, there is a footer with copyright information and contact details for the Office of Children's Services.

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CSA File Transfer



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Virginia.gov

Home About Parents & Families Local Government Resources Statistics and Publications Contacts

File Transfer -

Return Home Logout

OCS File Upload System

Please read before uploading files

The standards related to the Upload files can be found in the two files listed below.

[File Naming Standard](#)

[LEDRS File Layout](#)

The only acceptable file extensions are:

Local Expenditure, Data and Reimbursement System(LEDRS) Files - CSA and/or Title4E - **.TXT**
Medicaid - Claim, Member or Provider - **.ZIP**
Medicaid - Payment or Adjustment - **.CSV**
Oasis & VEMAT - **.ZIP**

Any other file extensions will be rejected.

Click on the "Browse" button to find and select the file you wish to upload on your local computer.
Once the path of the file you wish to upload appears in the text area, click on the **Upload File** button.

*=Required

Click the button below if there are no Title IV-E Expenditures incurred in the current period

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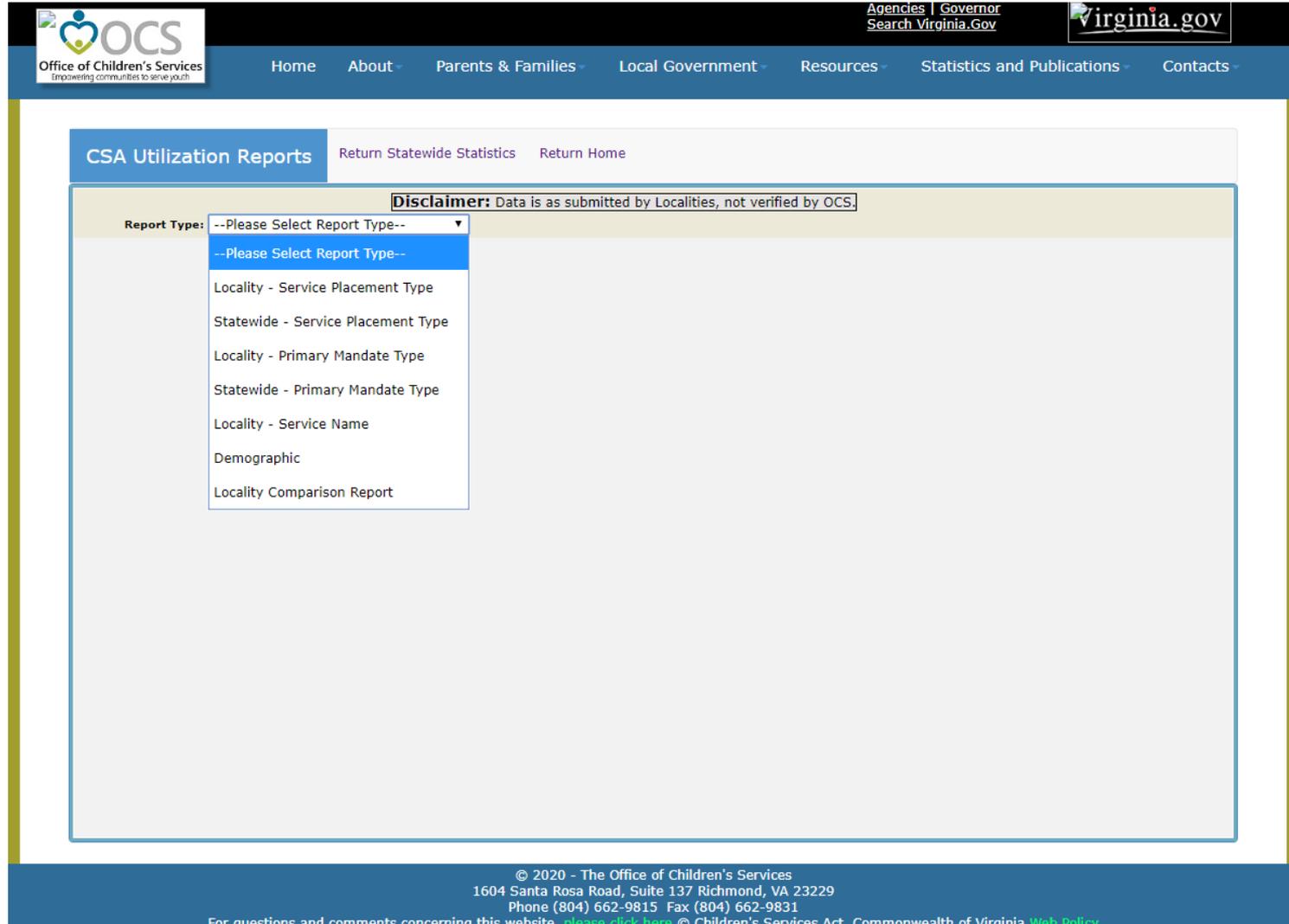
Statewide Statistics



The screenshot shows the OCS website's navigation menu and a list of reports. The navigation bar includes links for Home, About, Parents & Families, Local Government, Resources, Statistics and Publications, and Contacts. The 'Statistics and Publications' menu is open, showing 'Reports and Publications', 'Service Gap Survey', and 'Statewide Statistics'. Below the navigation is a large banner image of five diverse children smiling. Underneath the banner is a blue header for 'Statewide Statistics'. To the left of the report list is a small image of children. The report list includes:

- [CSA Utilization Reports](#)
Statewide & Locality reports on expenditures, assessments, service types, mandate types, length of stay, and other demographic information. [User Guide to producing CSA Utilization Reports](#)
- [CSA Pool Expenditure Reports](#)
Current and historical information on CSA Pool system. Medicaid Reports: Locality Allocations.
- [CSA Filing Status Report](#)
Filing Status Report.

Statewide Statistics – CSA Utilization Report



Agencies | Governor
Search Virginia.Gov

virginia.gov

Office of Children's Services
Empowering communities to serve youth

Home About Parents & Families Local Government Resources Statistics and Publications Contacts

CSA Utilization Reports [Return Statewide Statistics](#) [Return Home](#)

Disclaimer: Data is as submitted by Localities, not verified by OCS.

Report Type: --Please Select Report Type--

- Please Select Report Type--
- Locality - Service Placement Type
- Statewide - Service Placement Type
- Locality - Primary Mandate Type
- Statewide - Primary Mandate Type
- Locality - Service Name
- Demographic
- Locality Comparison Report

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Statewide Statistics – CSA Utilization Report



[Home](#) | [About](#) | [Parents & Families](#) | [Local Government](#) | [Resources](#) | [Statistics and Publications](#) | [Contacts](#)

[Agencies | Governor Search Virginia.Gov](#) | 

CSA Utilization Reports [Return Statewide Statistics](#) [Return Home](#)

Disclaimer: Data is as submitted by Localities, not verified by OCS.

Report Type: Locality - Service Placement Type
Fiscal Year: 2019
Quarter: Q4
Report Filter 1: 001 - Accomack, 003 - Albemarle, 005 - Alleghany
Report Filter 2: PMT 1 - Foster Care Abuse/Neglect - Preve, PMT 2 - Foster Care Abuse/Neglect - DSS, PMT 3 - Foster Care Abuse/Neglect - Local

[View Report](#)

Service Placement Type	Count	Cost	Revenue	Net Cost	Net Revenue	Net Total
Maintenance & Basic Activities Payments						
9 Specialized Foster Home	0	0	\$0	\$0.00	\$0.00	0.00
10 Treatment Foster Home	3189	660,390	\$86,019,451	\$26,973.80	\$130.26	207.08
11 Independent Living Stipend	207	30,033	\$1,421,972	\$6,869.43	\$47.35	145.09
12 Independent Living Arrangement	329	51,144	\$8,516,486	\$25,885.98	\$166.52	155.45
13 Psychiatric Hospital/Crisis Stabilization Unit	16	565	\$371,052	\$23,190.75	\$656.73	35.31
14 Temporary Care Facility and Services (Congregate Care Setting)	56	2,293	\$494,708	\$8,834.07	\$215.75	40.95
15 Group Home (Congregate Care Setting)	726	87,369	\$14,549,378	\$20,040.47	\$166.53	120.34
16 Residential Treatment Facility (Congregate Care Setting)	972	102,272	\$18,856,723	\$19,399.92	\$184.38	105.22
17 Congregate Educational Services - for Medicaid Funded Placements	1480	240,036	\$30,770,725	\$20,791.03	\$128.19	162.19
18 Congregate Educational Services - for Non-Medicaid Funded Placements	367	46,284	\$7,791,333	\$21,229.79	\$168.34	126.11
Statewide Total	15,645	3,939,530	\$427,083,073	\$27,298.37	\$108.41	251.81

Service Placement types/Primary Mandate types are not mandatory for refunds and hence shall affect the Totals.

Statewide Statistics – CSA Utilization Report

CSA Utilization Reports

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Disclaimer: Data is as submitted by Localities, not verified by OCS.

Report Type: Statewide - Service Placement Type

Fiscal Year: 2019

Quarter: Q2

Report Filter 1:
 All
 SPT 1 - Community Service
 SPT 2 - Community Transition Services
 SPT 3 - Intensive Care Coordination

Report Filter 2:
 All
 PMT 1 - Foster Care Abuse/Neglect - Prev
 PMT 2 - Foster Care Abuse/Neglect - DSS
 PMT 3 - Foster Care Abuse/Neglect - Loca

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1 of 1 100% Find | Next

Office of Children's Services

Statewide - Service Placement Type Report

Data Source : LEDRS

Fiscal Year 2019 Quarter 2

Selected Service All
Placement Type(s)

Selected Primary All
Mandate Type(s)

FIPS	Locality	Unduplicated Child Count	#Service days	Total Gross YTD	Avg Expenditure per Child	Per Diem	Avg Length of Stay
001	Accomack	23	2,187	\$233,769	\$10,163.87	\$106.89	59.11
003	Albemarle	232	33,045	\$3,972,684	\$17,123.64	\$120.22	96.34
005	Alleghany	47	6,279	\$804,433	\$17,115.60	\$128.11	102.93
007	Amelia	7	726	\$120,621	\$17,231.57	\$166.14	72.60
009	Amherst	62	7,491	\$652,040	\$10,516.77	\$87.04	83.23
011	Appomattox	58	7,216	\$770,623	\$13,286.60	\$106.79	82.00
013	Arlington	118	10,917	\$1,019,013	\$8,635.70	\$93.34	64.60
015	Augusta	143	19,619	\$2,297,602	\$16,067.15	\$117.11	90.83
017	Bath	4	594	\$47,550	\$11,887.50	\$80.05	148.50
019	Bedford County	156	20,347	\$2,213,228	\$14,187.36	\$108.77	81.06



Statewide Statistics – CSA Utilization Report



CSA Utilization Reports

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Report Type:

Fiscal Year:

Quarter:

Report Filter 1:

Report Filter 2:

[View Report](#)

1 of 1 100% Find Next

Office of Children's Services

Locality - Primary Mandate Type Report

Data Source : LEDRS

Fiscal Year 2019 Quarter 2

Selected Locality(s) 130 of 130 Localities reporting

Selected Service All
Placement Type(s)

PMT	PMT Description	Unduplicated Child Count	#Service days	Total Gross YTD	Avg Expenditure per Child	Per Diem	Avg Length of Stay
1	Foster Care Abuse/Neglect - Prevention	1373	109,762	\$4,671,759	\$3,402.59	\$42.56	79.94
2	Foster Care Abuse/Neglect - DSS Non-Custodial Agreement	59	2,240	\$375,639	\$6,366.76	\$167.70	37.97
3	Foster Care Abuse/Neglect - Local DSS Entrustment/Custody	4880	567,426	\$61,261,011	\$12,553.49	\$107.96	116.28
4	Foster Care Child in Need of Services (CHINS) - Prevention	1235	109,729	\$5,898,492	\$4,776.11	\$53.76	88.85
5	Foster Care CHINS - CSA Parental	817	69,819	\$11,316,555	\$13,851.35	\$162.08	85.46

Statewide Statistics – CSA Utilization Report

CSA Utilization Reports

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Disclaimer: Data is as submitted by Localities, not verified by OCS.

Report Type: Statewide - Primary Mandate Type

Fiscal Year: 2019

Quarter: Q2

Report Filter 1:

- All
- PMT 1 - Foster Care Abuse/Neglect - Preve
- PMT 2 - Foster Care Abuse/Neglect - DSS
- PMT 3 - Foster Care Abuse/Neglect - Local

Report Filter 2:

- All
- SPT 1 - Community Service
- SPT 2 - Community Transition Services
- SPT 3 - Intensive Care Coordination

[View Report](#)

1 of 1 100% Find | Next

Office of Children's Services

Statewide - Primary Mandate Type Report

Data Source : LEDRS

Fiscal Year 2019 Quarter 2

Selected Primary All
Mandate Type(s)

Selected Service All
Placement Type(s)

FIPS	Locality	Unduplicated Child Count	#Service days	Total Gross YTD	Avg Expenditure per Child	Per Diem	Avg Length of Stay
001	Accomack	23	2,187	\$233,769	\$10,163.87	\$106.89	84.12
003	Albemarle	232	33,045	\$3,972,684	\$17,123.64	\$120.22	122.84
005	Alleghany	47	6,279	\$804,433	\$17,115.60	\$128.11	108.26
007	Amelia	7	726	\$120,621	\$17,231.57	\$166.14	66.00
009	Amherst	62	7,491	\$652,040	\$10,516.77	\$87.04	110.16
011	Appomattox	58	7,216	\$770,623	\$13,286.60	\$106.79	104.58
013	Arlington	118	10,917	\$1,019,013	\$8,635.70	\$93.34	88.04
015	Augusta	143	19,619	\$2,297,602	\$16,067.15	\$117.11	108.39
017	Bath	4	594	\$47,550	\$11,887.50	\$80.05	148.50
019	Bedford County	156	20,347	\$2,213,228	\$14,187.36	\$108.77	109.39

Statewide Statistics – CSA Utilization Report

CSA Utilization Reports

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Report Type:

Fiscal Year:

Quarter:

Report Filter 1:

Report Filter 2:

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1 of 1 100% Find | Next

Office of Children's Services

Locality - Service Name Report

Data Source : LEDRS

Fiscal Year 2019 Quarter 2

Selected Locality(s) 130 of 130 Localities reporting

Selected Service Names All

ServiceName Code	Service Name	Unduplicated Child Count	#Service days	Total Gross YTD	Avg Expenditure per Child	Per Diem	Avg Length of Stay
1	Acute Psychiatric Hospitalization	2	9	\$10,959	\$5,479.50	\$1,217.67	4.50
2	Applied Behavior Analysis	104	6,918	\$667,988	\$6,422.96	\$96.56	66.52
3	Assessment/Evaluation	657	9,071	\$1,364,216	\$2,076.43	\$150.39	13.81
4	Case Support	505	20,804	\$794,379	\$1,573.03	\$38.18	41.20
5	Crisis Intervention	2	16	\$1,600	\$800.00	\$100.00	8.00
6	Crisis Stabilization	7	284	\$24,071	\$3,438.71	\$84.76	40.57
7	Family Partnership Facilitation	229	224	\$102,784	\$448.84	\$458.86	0.98
8	Family Support Services	2032	121,749	\$6,673,772	\$3,284.34	\$54.82	59.92
9	Independent Living Services	389	30,526	\$5,807,052	\$14,928.15	\$190.23	78.47



Statewide Statistics – CSA Utilization Report



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Contacts

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Report Type: Demographic

Fiscal Year: 2019

Report Filter 1: All, 001 - Accomack, 003 - Albemarle, 005 - Alleghany

Quarter: Q2

Report Filter 2: All, SPT 1 - Community Service, SPT 2 - Community Transition Services, SPT 3 - Intensive Care Coordination

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Office of Children's Services

Demographic Report

Data Source : LEDRS

Fiscal Year 2019 Quarter 2

Selected Locality(s) 001 - Accomack

Selected Service All

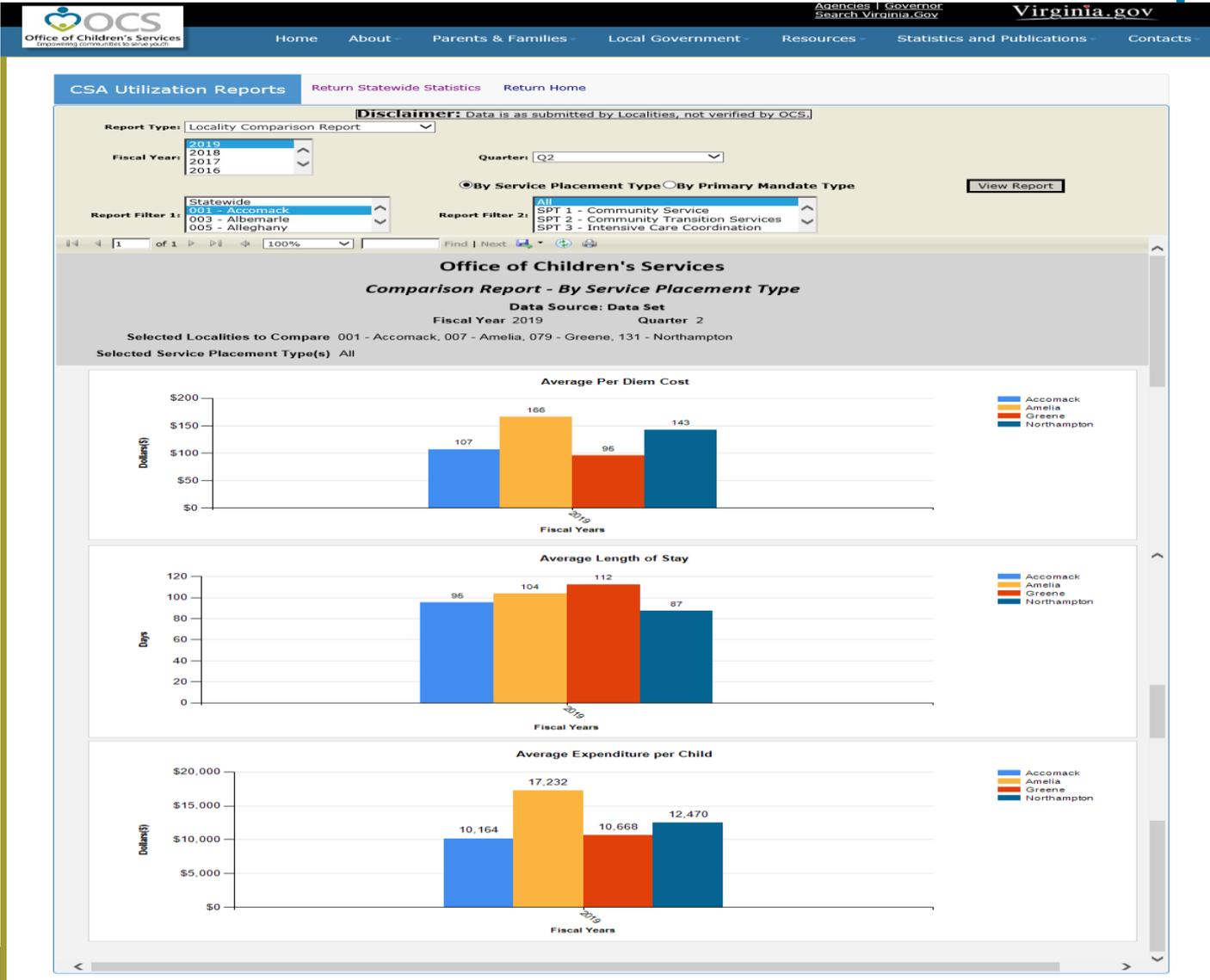
Placement Type(s)

Total Unduplicated Child count: 23

Demographic Desc	Unduplicated Child Count	#Service days	Total Gross YTD	Avg Expenditure per Child	Per Diem	Avg Length of Stay
Female	8	576	\$59,421	\$7,427.60	\$103.16	72.00
Male	15	1,611	\$174,349	\$11,623.24	\$108.22	107.40
African-American or Black	6	524	\$97,533	\$16,255.55	\$186.13	87.33
American Indian or Alaskan Native		0	\$0	#Error	#Error	0.00
Asian		0	\$0	#Error	#Error	0.00
Bi-racial	1	92	\$9,226	\$9,226.00	\$100.28	92.00
Native Hawaiian or Other Pacific Islander		0	\$0	#Error	#Error	0.00
Unable to determine		0	\$0	#Error	#Error	0.00
White	16	1,571	\$127,010	\$7,938.13	\$80.85	98.19
Hispanic		0	\$0	#Error	#Error	0.00
0-3 years Age	4	278	\$18,224	\$4,556.08	\$65.56	69.50
4-6 years Age	2	306	\$14,018	\$7,008.86	\$45.81	153.00
7-12 years Age	2	215	\$12,381	\$6,190.29	\$57.58	107.50
13-17 years Age	12	1,127	\$175,865	\$14,655.44	\$156.05	93.92
18-21 years Age	3	261	\$13,281	\$4,427.16	\$50.89	87.00
CSB (Community Services Board)	4	400	\$60,658	\$15,164.49	\$151.64	100.00
DSS (Dept Of Social Services)	12	1,199	\$122,323	\$10,193.62	\$102.02	99.92
Education	5	404	\$47,138	\$9,427.60	\$116.68	80.80
Family	0	0	\$0	#Error	#Error	0.00
Health Department	0	0	\$0	#Error	#Error	0.00
Interagency Team/Office	0	0	\$0	#Error	#Error	0.00
Juvenile Justice	2	184	\$3,650	\$1,825.00	\$19.84	92.00
OTHER	0	0	\$0	#Error	#Error	0.00

Service Placement types/Primary Mandate types are not mandatory for refunds and hence shall

Statewide Statistics – CSA Utilization Report



Data Security

- CSA is NOT on a private network. All communications to and from state and local is transmitted through the Commonwealth's enterprise network along with communications to and from many other state agencies.
- In order to protect the confidentiality of sensitive information (e.g. Personally Identifiable Information (PII) : Name, Address, SSN, DOB, Phone#, OASIS Id etc.) transmitted in electronic communications, it is necessary to encrypt the sensitive information prior to transmission.
- Use Microsoft File Encryption to encrypt sensitive information that will be sent over the Internet.

For more information:

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